

**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.**

August 22, 2018

The Regular Meeting of the Board of Law Library Trustees of Los Angeles County was held on Wednesday, August 22, 2018 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 Mark Juhas
Judge Michelle Williams Court
Kenneth Klein, Esquire
Judge Dennis Landin
Judge Richard Rico
Judge Michael Stern
Susan Steinhauser, Esquire

Trustees Absent: None

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

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

President Juhas determined a quorum to be present, convened the meeting at 12:15 p.m. and thereafter presided. Executive Director, Sandra J. Levin recorded the Minutes.

1.0 PUBLIC COMMENT

Public comment from Reference Librarian and SEIU Bargaining Representative, Christine Langteau, regarding staff salaries. C. Langteau expressed concern for the lack of wage increase over the years at LALL.

Public comment from Library Technician, Mayra Frausto, regarding staff salaries. M. Frausto expressed concern for the lack of salary increases noting that represented employees participated in lobbying efforts in Sacramento.

Public comment from LALL Clerk, Yocanda Castillo, regarding staff salaries. Y. Castillo expressed concern for the lack of salary increases, noting that she works a second job as well.

Public comment from patron, Alan Palmer, regarding a complaint he filed with LALL on library staff, requesting a response from the library. A. Palmer also commented on lights turning out 10 minutes before closing time.

Public comment from Library Aide and SEIU Steward, Sharon Boone, regarding staff salaries. S. Boone expressed concern regarding the lack of salary increases over the years and increases for management staff.

Public comment from SEUI Local 721 Director, Renee Anderson, regarding staff salaries. R. Anderson represents Aides, Technicians, Clerks and Librarians and expressed concern for the lack of substantial salary increases, noting that SEIU participated in lobbying efforts in Sacramento.

Public comment from LALL Aide, Paul Samples, regarding staff salaries. P. Samples requested a pay raise.

Public comment from patron Lee Paradise, regarding salary increases for staff, building permit clarification and concern about having the Executive Director as the library general counsel.

2.0 PRESIDENT'S REPORT

No Report

3.0 CONSENT CALENDAR

- 3.1 Approval of Minutes of the June 27, 2018 Regular Board Meeting.
- 3.2 Review of June and Year End FY18 Financials & List of June and July Checks and Warrants.
- 3.3 Review of June Financials and List of June and July Checks and Warrants
- 3.4 Receipt of FY17-18 Quarter Statistics
- 3.5 Platinum Program Update for the Months of June and July
- 3.6 Approval of Board of Supervisors Annual Report
- 3.7 Approval of Revised Rules of Conduct

Trustee Steinhauser requested to pull items 3.4 and 3.6

President Juhas requested a motion to approve the Consent Calendar Items 3.1 – 3.3, 3.5 & 3.7. So moved by Trustee Court, seconded by Trustee Landin. The motion was unanimously approved, 7-0.

Trustee Steinhauser commented on Consent Calendar Item 3.3, Receipt of Statistics, the high number of attendees at LALL. Trustee Steinhauser also acknowledged Managing Librarian, Ryan Metheny, on the success of the Business Series.

Trustee Steinhauser also commented on Consent Calendar Item 3.6, Board of Supervisors Annual Report, on the length and comprehensiveness of the document. Trustee Steinhauser recommended posting the Board of Supervisors Annual report on the LALL website as a public document.

President Juhas requested a motion to approve the Consent Calendar Items 3.4 and 3.6. So moved by Trustee Stern, seconded by Trustee Court. The motion was unanimously approved, 7-0.

4.0 DISCUSSION ITEMS

4.1 Roofing Project Completion Report and Approval of Notice of Completion

ED Levin summarized the completion of the roofing project, stating that the old roof had passed its expected and warrantied life. The roof, drains and related items were repaired and the manufacturer provided a new warranty for 25 years. However, the warranty as required by contract and RFP specifications was for 30 years so staff is awaiting the revised warranty. Trustee Court inquired when the 30 year warranty would come. ED Levin replied any day now.

President Juhas requested a motion to approve Discussion Item 4.1 and authorize the Executive Director to approve the completion of the Roofing Project once a 30 year warranty is received. So moved by Trustee Landin, seconded by Trustee Klein. The motion was unanimously approved, 7-0.

4.2 Preliminary Discussion on One-Time State Funding

ED Levin began discussion on the one-time state funding, pointing out that other libraries have needed to eliminate branches, cut salaries, cut positions and cut back on print collections. Throughout the legislative process for additional funding, CCCLL (Council of California County Law Libraries), have received support from legislators who have requested law libraries to provide more resources as a result of the supplemental funding. All CLL's are working on individual projects for their own libraries. LALL is working on multilingual programming, deferred maintenance needs, additional legal resources and staff compensation. The Board discussed the list of proposed projects and expressed support.

No action taken.

5.0 CLOSED SESSION

- 5.1 Conference with Labor Negotiator (G.C. 54957.6). *Library Negotiator*.
Executive Director, Sandra J. Levin; *Employee Organization*: SEIU Local 721.

No reportable action was taken.

6.0 AGENDA BUILDING

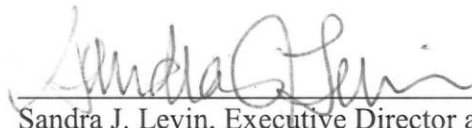
There were no items for agenda building.

7.0 EXECUTIVE DIRECTOR REPORT

No report given.

8.0 ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 2:09 p.m. The next Regular Meeting of the Board of Law Library Trustees is scheduled for Wednesday, September 26, 2018 at 12:15 pm.



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