

**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.**

May 22, 2019

The Regular Meeting of the Board of Law Library Trustees of Los Angeles County was held on Wednesday, May 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
Susan Steinhauser, Esquire
Judge Michael Stern

Trustees Absent: Kenneth Klein, Esquire
Judge Dennis Landin
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 Juhas determined a quorum to be present, convened the meeting at 12:27 p.m. and thereafter presided. Executive Director, Sandra J. Levin recorded the Minutes.

1.0 PUBLIC COMMENT
No public comment

2.0 PRESIDENT'S REPORT
No President's report.

3.0 CONSENT CALENDAR
3.1 Approval of Minutes of the April 24, 2019 Regular Board Meeting
3.2 Review of March Financials and List of April Checks and Warrants.
3.3 Platinum Program Update for the month of April

President Juhas requested a motion to approve items on the Consent Calendar. So moved by Trustee Court, seconded by Trustee Klein. The motion was unanimously approved, 4-0.

4.0 DISCUSSION ITEMS

4.1 Review and Discussion of Operating Budget FY2020

ED Levin summarized the main highlights of the proposed FY20 budget including the remaining one-time funding granted by the State of California in FY19. President Juhas inquired about the conferences being held in Sacramento regarding the Governor's budget. ED Levin replied that all requested budget items are automatically going to conference. None of the requested budget items have been taken off which was a good sign. Judge Stern asked if there was a rise in court filing fees. ED Levin replied that there was a small increase in court filing fees. Trustee Court noted that there would be a possible measure on filing fees that could impact revenue negatively and Trustee Court was therefore happy to see a conservative budget.

The Trustees expressed general approval of the budget as proposed. No formal action taken.

4.2 Discussion and Approval of 2019-20 Property & Liability Insurance

ED Levin explained the process of renewal stating that the library typically renews by July 1 with the provider. The law library takes the renewal item to the board each May to offer a chance for discussion and to go back to market and revise if needed. By June the renewal would be ready for approval and would in theory be ready for renewal by July 1. Prior to the current broker, the law library was not a part of the CSAC group. The new broker, Alliant, is involved and is working to get the law library accepted in CSAC programs with a coverage limit to 25 million dollars.

President Juhas requested a motion to approve item 4.2, to authorize the Executive Director to bind coverage effective July 1, 2019 with coverage that meets or exceeds terms for the lowest total premium, not to exceed \$205,425. So moved by Trustee Court, seconded by Trustee Stern. The motion was unanimously approved, 4-0.

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 REPORT**

ED Levin introduced the new Global Law Librarian, Dinah Minkoff, to the Board of Trustees. ED Levin and Managing Librarian for Public Interest, Janine Liebert, gave a brief summary of the Freedom of Speech Day full day of programming. J. Liebert noted some of the highlights of the eventful day such as the hot topic of fake news and the Anti-SLAPP Statute as well as the panel discussion on hate speech, hosted by NBC news anchor, Beverly White. Also mentioned as a success was the Book Discussion, the N. Hollywood Lawyers in the Library clinic and the Ask A Lawyer clinic in the South Bay.

8.0 **ADJOURNMENT**

There being no further business to come before the Board, the meeting was adjourned at 1:12pm. The next Regular Meeting of the Board of Law Library Trustees is scheduled for Wednesday, June 19, 2019 at 12:15pm.

A handwritten signature in cursive script, reading "Sandra J. Levin". The signature is written in black ink and is positioned above a horizontal line.

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