

**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.**

October 23, 2019

The Regular Meeting of the Board of Law Library Trustees of Los Angeles County was held on Wednesday, October 23, 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
Judge Dennis Landin
Kenneth Klein, Esquire
Judge Richard Rico
Judge Michael Stern

Trustees Absent: Susan Steinhauser, Esquire

Senior Staff Present: Sandra J. Levin, Executive Director

Also Present: Ann Marie Gamez, Executive Assistant

President Juhas determined a quorum to be present, convened the meeting at 12:17 p.m. and thereafter presided. Executive Director, Sandra J. Levin recorded the Minutes.

1.0 PUBLIC COMMENT

Member patron, John Cromshow, expressed frustration due to a lack of advance notification of the Earthquake Drill that took place on October 17, 2019 at 10:17am and the change in tracking of Members parking usage.

ED Levin responded that 1) the Earthquake Drill is intentionally conducted without significant advance warning to better assess response times and effectiveness; and 2) the change to Members parking was a change in tracking methods only and is consistent with the written description of benefits in the members' documents.

Patron, Lee Paradise, made a public comment regarding parking availability for patrons. Mr. Paradise commented that patrons should be able to park for free as law library patrons. Mr. Paradise also stated that he would be filing a lawsuit in the coming week against LA Law Library on statutory basis.

Patron, Wendy Cabil, made a comment on the great services that were being provided at LA Law Library and requested that the same services be extended out into the Antelope Valley.

2.0 PRESIDENT'S REPORT

3.0 CONSENT CALENDAR

- 3.1 Approval of Minutes of the September 25, 2019 Regular Board Meeting
- 3.2 Review of August Financials and List of September Checks and Warrants.
- 3.3 Receipt of Platinum Program Update for the month of September
- 3.4 Receipt of FY19-20 Quarter 1 Statistics
- 3.5 Approval of CalPERS Health Resolution

President Juhas requested a motion to approve items on the Consent Calendar. So moved by Trustee Stern, seconded by Trustee Court. The motion was unanimously approved, 6-0.

4.0 DISCUSSION ITEMS

- 4.1 Review and Acceptance of Draft Financial Statement Audit Report and SAS 114 Letter for the Fiscal Year Ended June 30, 2019

Cristy Canieda of Vasquez & Company presented before the board a brief synopsis of the FY19 Financial Audit. Ms. Canieda gave a summary of the scope of services and other required communications. No exceptions or material weaknesses in internal controls were noted.

President Juhas requested a motion to receive and accept the Draft Financial Statement Audit Report and SAS 114 Letter for the Fiscal Year Ended June 30, 2019. So moved by Trustee Court, seconded by Trustee Stern. The motion was approved, 6-0

- 4.2 UBS Financial Services Inc. Investment Presentation

ED Levin removed herself to the audience and did not participate.

UBS Financial Services partners, Kelly Jay and Gabriel Jay, presented before the board a brief update on the investment mechanism and performance including a thorough review of the library's positive investment results.

No action was requested or taken.

4.3 Decision Regarding Closure on New Year's Eve Day

ED Levin summarized the situation regarding Grand Park's annual New Year's Eve event on Dec. 31, 2019, where all streets surrounding the law library would be closed for the entire day. Such closure would not allow any staff or patrons to access the library freely. ED Levin presented options for addressing New Year's Eve Day operations and also mentioned that due to the annual frequency of the event, the law library would swap out a different holiday in future years in order to allow planned closure for the law library each New Year's Eve day.

President Juhas requested a motion to approve to give Staff an extra holiday on New Year's Eve Day. So moved by Trustee Landin, seconded by Trustee Stern. The motion was unanimously approved, 6-0.

5.0 **AGENDA BUILDING**

There were no items for agenda building.

6.0 **EXECUTIVE DIRECTORS REPORT**

8.0 **ADJOURNMENT**

There being no further business to come before the Board, the meeting was adjourned at 1:21pm. The next Regular Meeting of the Board of Law Library Trustees is scheduled for Wednesday, November 20, 2019 at 12:15pm.



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