

**MINUTES OF THE COMBINED REGULAR AND SPECIAL BOARD MEETINGS
OF THE BOARD OF LAW LIBRARY TRUSTEES OF
LOS ANGELES COUNTY**

**A California Independent Public Agency Under
Business & Professions Code Section 6300 et sq.**

November 16, 2022

The Regular Meeting of the Board of Law Library Trustees of Los Angeles County was held on Wednesday, November 16, 2022 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 Yolanda Orozco
Susan Steinhauser, Esquire
Judge Michael Stern

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 12:18pm and thereafter presided. Executive Director, Sandra J. Levin recorded the Minutes.

1.0 PUBLIC COMMENT
No Public Comment

2.0 PRESIDENT'S REPORT
No report.

3.0 CONSENT CALENDAR
3.1 Approval of Minutes of the October 26, 2022 Regular Board Meeting
3.2 Review of September Financials and List of October Checks and Warrants
3.3 Acceptance of Financial Statement Audit Report for the Fiscal Year Ended June 30, 2022

- 3.4 Approval of 2023 LA Law Library Holiday Calendar
- 3.5 Approval of 2023 Board of Trustees Meeting Schedule

President Juhas requested a motion to approve the Consent Calendar. So moved by Trustee Landin seconded by Trustee Orozco. The motion was unanimously approved, 7 - 0.

4.0 DISCUSSION

4.1 Review of 1st Quarter FY23 Performance as Compared to Budget

Executive Director, Sandra Levin, gave a brief update regarding the FY23 budget, accompanied by Finance Manager, Marcelino Juarez, who was available for questions. ED Levin stated that things are moving as expected. President Juhas inquired regarding the public parking garage with ED Levin replying that it is a slow moving process that requires further analysis. Trustee Steinhauser inquired as to what achievements have been made with CCCLL. ED Levin replied that LALL had received a 3.7 million allocation from the state this year as a result of the ongoing advocacy efforts from CCCLL. Trustee Stern asked how the County could assist with the public parking situation. ED Levin replied that it is a possibility to combine efforts with the County however; the process was not at that stage yet.

No action requested or taken.

4.2 Review and Acceptance of Pro Bono Week After-Report

Senior Librarian, Public Interest, Janine Liebert, gave a report of the recent Pro Bono Week event, highlighting that this was the 11th year celebrating Pro Bono Week with a week-long event. A combination of ways to access and attend classes were offered which included in person, zoom online and on-demand online. Also noted was the new formatting of the PBW flyers, using a new approach to user readability and graphics. Classes related to Landlord and Tenant were well-attended. Judge Stern inquired as to what efforts had been made to publicize the success of PBW after the event and Trustee Steinhauser suggested that it may be helpful in promoting to include feedback from volunteer attorneys.

No action requested or taken.

5.0 AGENDA BUILDING

No future items were presented by Trustees to be referred to staff or placed on the agenda for consideration at a future meeting of the Board.

6.0 EXECUTIVE DIRECTOR REPORT

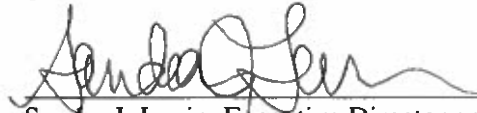
ED Levin noted that the Access to Justice Commission was working to advocate for bridging the gap in access to legal information, and plans to work with CLL's, including through a possible grant application to the California Lawyers Foundation.

President Juhas also commented on the passing of long time law library patron, Lee Paradise, who dedicated time and energy to advocating for the betterment of the library.

7.0

ADJOURNMENT

There being no further business to come before the Board the meeting was adjourned at 1:06pm. The next Regular Meeting of the Board of Law Library Trustees currently scheduled for Wednesday, December 14, 2022 at 12:15pm.

A handwritten signature in cursive script, appearing to read "Sandra J. Levin", written over a horizontal line.

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

