

**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.**

**March 27, 2024**

The Regular Meeting of the Board of Law Library Trustees of Los Angeles County was held on Wednesday, March 27, 2024 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 Michelle Williams Court  
Judge Laura Seigle  
Judge Rosa Fregoso  
Judge Susan J. DeWitt  
Judge Mark Juhas

**Trustees Absent:** Susan Steinhauser, Esquire  
Kenneth Klein, Esquire

**Senior Staff Present:** Katherine Chew, Executive Director  
Jaye Steinbrick, Deputy Director

**Also Present:** Marcelino Juarez, Finance Manager  
Daniel Reinhold, Executive Assistant

President Court determined a quorum to be present, convened the meeting at 12:21pm and thereafter presided. Executive Director, Katherine Chew, recorded the Minutes.

**1.0 PUBLIC COMMENT**

**2.0 PRESIDENT'S REPORT**

President Court thanked the Board for her appointment as President, then took a moment to welcome Trustee DeWitt to the Board.

**3.0 CONSENT CALENDAR**

- 3.1 Approval of Minutes of the February 28, 2024 Regular Board Meeting
- 3.2 Review of January Financials and List of February Checks and Warrants

President Court requested a motion to approve the Consent Calendar. So moved by Trustee Seigle, seconded by Trustee Fregoso. The motion was unanimously approved 5 – 0.

**4.0 DISCUSSION ITEMS**

- 4.1 Staff Presentation: Updates on Public & Legal Education Programs  
By Janine Liebert, Director

Janine Liebert presented a PowerPoint updating the Board on Library programming and upcoming classes. Trustee Juhas inquired if we send class forms to the Self Help Center,

and Janine informed him that we do. Trustee Seigle expressed that she was impressed by the over 600 classes per year the Library offers. Janine went on to explain how we have had record turnout for the Lawyers in the Library program over the last two months. Trustee Seigle inquired about the most popular topics. Janine informed her that some of our most popular classes include the topics of: Landlord Tenant, Family Law, and Probate. Janine also discussed how effective our Community Connections program has been for patrons.

4.2 Staff Presentation: Updates on References & Collections  
By Ryan Metheny, Director

Ryan Metheny presented a PowerPoint to the Board to update them on References & Collections. He discussed the process used to aid patrons: Listen, Issue spot, Access resources, Teach. He discussed how the Library is now fielding even more reference questions than before the pandemic. He mentioned how LALL is one of only three California public libraries to continue receiving federal depository library program material, including the code of federal regulations. President Court asked Ryan if we are seeing more complexity in patron's cases. He responded that the questions Reference receives are much more complex than in the past. He believes this is due to technological advancements, and ease of availability of information. Easy questions can now be readily found online. Trustee Juhas mentioned that the courses he sees in court are also more complex than in the past. President Court and E.D. Chew commended Ryan and the LALL staff for their efforts and success.

5.0 AGENDA BUILDING

Items not on the posted agenda may be presented by a Trustee and, if requested, may be referred to staff or placed on the agenda for consideration at a future meeting of the Board.

Trustee Seigle mentioned that the Los Angeles Public Library is hosting a program on patents and art in September 2024. She discussed the possibility of LALL somehow being involved in this event. Offering legal advice on patents, passing out flyers for our own programs, etc.

Trustee Juhas mentioned doing a series on the legality of politics.

6.0 EXECUTIVE DIRECTOR REPORT

6.1 Updates on 2024 Beacon of Justice Award Gala-Thursdays, April 18, 2024

E.D. Chew discussed how Kathleen O'Laughlin will be setting up honoree displays, already gathered mementos from their offices.

6.2 Programming enrollments-Freedom of Information Day and LA Times article

E.D. Chew discussed how there have been noticeable jumps in course enrollments since Freedom of Information Day, and the LALL article in the LA Times.

6.3 LA Law Library welcomes new Facilities Manager Paul Williams

E.D. Chew introduced Paul Williams to the Board, at which point he discussed his employment background.

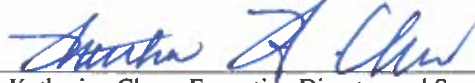


6.4 Updates for upcoming Council of California County Law Librarians (CCCLL) Spring Meeting and Legislation Day (April 2 and 3, 2024)

E.D. Chew discussed plans to meet with elected officers and to try and secure funding on state budget.

7.0 **ADJOURNMENT**

There being no further business to come before the Board the meeting was adjourned at 1:23pm. The next Regular Meeting of the Board of Law Library Trustees is scheduled for Wednesday, April 24, 2024.



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Katherine Chew, Executive Director and Secretary  
Los Angeles County Law Library Board of Trustees

