

**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.**

September 25, 2024

The Regular Meeting of the Board of Law Library Trustees of Los Angeles County was held on Wednesday, September 25, 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 (Arrived at 12:24pm)
Judge Laura Seigle
Kenneth Klein, Esquire
Judge Mark Juhas
Judge Susan DeWitt

Trustees Absent: Judge Rosa Fregoso
Susan Steinhauser, Esquire

Senior Staff Present: Katherine Chew, Executive Director

Also Present: Marcelino Juarez, Finance Manager

Vice President Seigle determined a quorum to be present, convened the meeting at 12:22pm and presided until President Court arrived. Executive Director, Katherine Chew, recorded the Minutes.

1.0 PUBLIC COMMENT

2.0 PRESIDENT'S REPORT

President Court briefly mentioned meeting with the President and Vice President of the Friends of the LA Law Library. She stated that she would have more to report as the process continues to move forward

3.0 CONSENT CALENDAR

- 3.1 Approval of Minutes of the August 28, 2024 Board Meeting
- 3.2 Review of July 2024 Financials and List of August 2024 Checks and Warrants
- 3.3 Approval of Annual Report to the Los Angeles County Board of Supervisors

E.D. Chew began the meeting by removing Item 3.1 from the Consent Calendar. Vice President Seigle also removed Item 3.3. Vice President Seigle requested a motion to approve Item 3.2. So moved by Trustee Juhas, seconded by Trustee Klein. The motion was approved unanimously 4 – 0.

3.1 E.D. Chew announced that a correction needed to be made to the minutes from the previous Board Meeting on August 28, 2024 for Item 6.0. Item 6.0 need to be amended to read: "Board reconvened in open session at 1:41pm. E.D. Chew announced that staff provided the Board with an update on recent threats to public services and facilities security and measures taken to mitigate these risks. No reportable action was taken."

President Court arrived at 12:24pm

Vice President Seigle requested a motion to approve amending Item 6.0 from the August 28 meeting. So moved by Trustee Juhas, seconded by Trustee DeWitt. The motion was approved unanimously 4 – 0.

3.3 Vice President Seigle commented that page 19 of Item 3.3 had a sentence that needed revising. "Stanford Law School" was missing from the document. E.D. Chew agreed to re-write the paragraph and to have President Court look it over before the document would be submitted.

Vice President Seigle also mentioned that Item 3.3 stated that filing fees have been going down, however, this seemed to contradict the financial report which stated that filing fees have increased recently. E.D. Chew agreed to change the wording of the paragraph to include these recent fluctuations in filing fees, and to have President Court look it over before the document would be submitted. With the aforementioned changes, Vice President Seigle requested a motion to approve Item 3.3. So moved by President Court, seconded by Trustee Juhas. The motion was approved unanimously 5 – 0.

At this point Vice President Seigle ceased presiding over the meeting, and turned things over to President Court. President Court then gave a brief President's Report which can be found above under Item 2.0.

4.0 DISCUSSION ITEMS

4.1 Appointment of Directors to the Friends of the Los Angeles County Law Library Board

The Board discussed how the LA Law Library Board must nominate more than half of the Friends Board members. The Board discussed the fact that if they approve the four Friends Board members today, then the LA Law Library Board will need to nominate another. Trustees Klein and Juhas discussed how these appointments have been somewhat loose in the past. All four Friends Board members are currently on the Board already, and just need to be re-appointed. E.D. Chew mentioned that traditionally Friends Board members are chosen by the Friends in conjunction with Trustee Steinhauser. Trustees Klein and Juhas discussed the possibility of a committee to look into Friends Board Members. Trustee Juhas stated that the already existing Friends Committee may be able to look into this matter. President Court requested a motion to approve the appointment of the four Friends Board members in question. So moved by Trustee Juhas, seconded by Trustee DeWitt. The motion was approved unanimously 5 – 0.

Vice President Seigle asked the Board if we could bring Trustee Steinhauser in on finding a trustee nominated Friends Board member. E.D. Chew stated she would reach out to Trustee Steinhauser to find another Board member, and she would try to add it to the October Board Meeting agenda.

5.0 CLOSED SESSION

5.2 Pursuant to Gov. Code §§ 54954.5; 54957 (a); the Board of Trustees may hold a closed session on the following items in consultation with Katherine H. Chew, Executive Director/General Counsel: THREAT TO PUBLIC SERVICES OR FACILITIES

The Board convened for Closed Session at 12:53pm.



6.0 RECONVENE IN OPEN SESSION/ CLOSED SESSION ANNOUNCEMENT
(Pursuant to Government Code §54957.1)-Katherine H. Chew

Board reconvened in open session at 1:13pm. E.D. Chew announced that staff provided the Board with an update on recent threats to public services and facilities security and measures taken to mitigate these risks. No reportable action was taken.

7.0 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.

8.0 EXECUTIVE DIRECTOR REPORT

- 8.1 Parking Structure repairs update
- 8.2 Elevator upgrade project update
- 8.3 Computer Lab project update

E.D. Chew briefly updated the Board on the progress of the items above.

9.0 ADJOURNMENT

There being no further business to come before the Board the meeting was adjourned at 1:20pm. The next Regular Meeting of the Board of Law Library Trustees is scheduled for Wednesday, October 23, 2024 at 12:15p.m.

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

