

**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.**

**December 18, 2024**

The Regular Meeting of the Board of Law Library Trustees of Los Angeles County was held on Wednesday, December 18, 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 Mark Juhas  
Judge Laura Seigle  
Judge Rosa Fregoso  
Judge Susan DeWitt  
Susan Steinhauser, Esquire (Arrived at 12:31pm)

**Trustees Absent:** Kenneth Klein, Esquire

**Senior Staff Present:** Katherine Chew, Executive Director

**Also Present:** Marcelino Juarez, Finance Director

President Juhas determined a quorum to be present, convened the meeting at 12:18 pm and thereafter presided. Executive Director, Katherine Chew, recorded the Minutes.

**1.0 PUBLIC COMMENT**

A patron addressed the Board regarding Library membership. He let the Board know that he believed that people should be able to use all Library services without having to sign up for an LALL card. The Board let him know that they would take it into consideration and would be in contact with him.

**2.0 PRESIDENT'S REPORT**

President Juhas let the Board know that Judge Cherol Nellon would be replacing Judge Michelle Williams Court on the LALL Board of Trustees. Her official start date was December 16, 2024. President Juhas also informed the Board that April 9, 2025 is the date of the 2025 Friends Gala.

**3.0 CONSENT CALENDAR**

3.1 Approval of Minutes of the November 20, 2024 Regular Board Meeting

3.2 Review of October Financials and List of November Checks and Warrants

President Juhas asked the Board if anyone would like an item removed from the Consent Calendar. Vice President Seigle requested to remove Item 3.1. President Juhas requested a motion to approve Item 3.2. So moved by Vice President Seigle, seconded by Trustee Fregoso. The motion was approved unanimously 4 – 0.

Trustee Steinhauser arrived at 12:31pm.

3.1 Vice President Seigle pointed out several errors on the November 20, 2024 Board Meeting Minutes. These included a misspelling of Trustee Fregoso's name, and the fact that Vice President Seigle presided over the meeting. President Juhas requested a motion to approve Item 3.1 with the proper corrections. So moved by Trustee Steinhauser, seconded by Trustee DeWitt. The motion was approved unanimously 5 – 0.

**4.0 DISCUSSION ITEMS**

- 4.1 Recognition of and thanks to Janine Liebert, Director of Public and Legal Education for her dedication and service since 2007

The Board then took time to recognize and thank Janine Liebert for her years of service to the Library. Board members discussed their time working with Janine, and she was awarded a trophy for her service to LALL. She was also presented with gifts from staff.

- 4.2 Overview and Update of Brown Act-Presentation by Maricela E. Marroquin, Chair, Municipal & Public Agency Law Practice, Richards Watson & Gershon

Maricela E. Marroquin gave a PowerPoint presentation to the Board going over all of the various rules of the Brown Act.

**5.0 CLOSED SESSION**

- 5.1 PERSONNEL: PUBLIC EMPLOYEE PERFORMANCE EVALUATION (G.C. 54957)  
Title: Executive Director

Closed Session began at 1:24pm.

**6.0 RECONVENE IN OPEN SESSION/CLOSED SESSION ANNOUNCEMENT**

(Pursuant to Government Code §54957.1) – Judge Mark Juhas

Meeting reconvened in Open Session at 1:36pm. Trustee Juhas discussed how E.D. Chew and the Board would fill out her evaluation forms for further review at the January 2025 Board Meeting. He let E.D. Chew know that the Board is pleased with her performance, but that they had run out of time to discuss further this meeting. No action was taken by the Board.

**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**

**9.0 ADJOURNMENT**

There being no further business to come before the Board the meeting was adjourned at 1:37pm. The next Regular Meeting of the Board of Law Library Trustees is scheduled for Wednesday, January 29, 2025 at 12:15pm.

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

