

**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.**

April 23, 2025

The Regular Meeting of the Board of Law Library Trustees of Los Angeles County was held on Wednesday, April 23, 2025 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
Susan Steinhauer, Esquire
Judge Susan DeWitt

Trustees Absent: Judge Rosa Fregoso
Judge Cherol Nellon

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 12:28 pm and thereafter presided. Executive Director, Katherine Chew, recorded the Minutes.

1.0 PUBLIC COMMENT

2.0 PRESIDENT'S REPORT

3.0 CONSENT CALENDAR

- 3.1 Approval of Minutes of the March 26, 2025 Regular Board Meeting
- 3.2 Review of February Financials and List of March Checks and Warrants
- 3.3 Review and Approval of FY25 3rd Quarter Statistics

President Juhas asked the Board if anyone would like an item removed from the Consent Calendar. Vice President Seigle requested that Item 3.3 be removed. President Juhas then requested a motion to approve Items 3.1 and 3.2. So moved by Vice President Seigle, seconded by Trustee DeWitt. The motion was approved unanimously 4 – 0.

3.3 Vice President Seigle pointed out that total Reference and Research Department numbers on the quarterly statistics from the Fiscal Year 2025, Quarter 3, went down significantly from the Fiscal Year 2024, Quarter 3 numbers. Specifically, she pointed out the change was from about 19,000, to a decrease of about 16,000. She also noted that website usage had gone up dramatically. She asked for further clarification and insight into these changes. Ryan Metheny, Director of Reference and Collections, addressed the Board. Ryan noted that the desk inquiry statistics had remained pretty much flat, with only a small reduction. He also noted a decrease in phone and email questions. He stated that the California Court's website had recently been revamped, which may account for some of our lost traffic. He further stated that AI tools, such as Chat GPT may also have affected the decline in remote questions the library has been receiving. However, he noted that the decline has not been significant, and that the numbers are still far above pre-pandemic levels. Ryan then pointed out to the Board that the statistics for Books Circulated were much higher than they had previously been.

Trustee Steinhauser asked if we are implementing AI tools at the library. Ryan replied that AI is still very prone to errors, and for that reason, we do not use such tools. Trustee Steinhauser then inquired about late fees, and lost books. Ryan replied that those numbers have remained consistent. The library institutes a 5-day loan period, in which books can be renewed twice. Trustee Steinhauser then asked about the Community Connections position at the library. Ryan informed her that the position would soon be vacant, but we have already begun recruiting to fill the role. President Juhas then requested a motion to approve Items 3.3. So moved by Trustee Steinhauser, seconded by Trustee DeWitt. The motion was approved unanimously 4 – 0.

4.0 DISCUSSION

4.1 Presentation by Interim Senior Librarian Kathleen O'Laughlin-Overview of ABA Traveling Exhibit and Book Discussion: Lawyers Without Rights-The Fate of Jewish Lawyers in Berlin after 1933

Kathleen O'Laughlin, Managing Librarian from Reference and Collections, addressed the Board to discuss the ABA Traveling Exhibit that will be housed at the library until July 2025.

4.2 Presentation by Executive Director Katherine Chew-A Library Grows in Los Angeles~ Deep Roots Downtown with a Global Impact

E.D. Chew informed the Board that we have been contacted by the Court to discuss their Facilities Master Plan. She informed the Board that little information had been shared with the library at this point, but that our building may be involved in their plans. A tour of the library for members of the Court, the County, and an architectural firm is scheduled for May. E.D. Chew then presented a PowerPoint to the Board regarding the history of LA Law Library from its early establishment to its current location.

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.

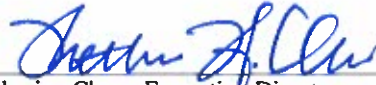
6.0 EXECUTIVE DIRECTOR REPORT



7.0

ADJOURNMENT

There being no further business to come before the Board the meeting was adjourned at 1:35pm. The next Regular Meeting of the Board of Law Library Trustees is scheduled for Wednesday, May 28, 2025 at 12:15pm.



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



