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.

August 27, 2025

The Regular Meeting of the Board of Law Library Trustees of Los Angeles County was held on Wednesday, August 27, 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 Judge Susan DeWitt Judge Cherol Nellon Dan Rosenfeld
Trustees Absent:	Susan Steinhauser, Esq. Judge Rosa Fregoso
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 12:16 pm and thereafter presided. Executive Director, Katherine Chew, recorded the Minutes.

1.0 PUBLIC COMMENT

2.0 PRESIDENT'S REPORT

President Juhas let the Board know that Paul Fraidenburgh is stepping down from the Friends of the Los Angeles County Law Library Board of Directors. Therefore, the Board will need to appoint a new member to replace him.

3.0 CONSENT CALENDAR

3.1 Approval of Minutes of the July 14, 2025 Regular Board Meeting
3.2 Review and Approval of May/June Financials and List of June/July Checks and Warrants
3.3 Review and Approval of 4th Quarterly Statistics
3.4 Review and Approval of Revisions to Members Program Borrowing Rules Re: Room Rental Discount
3.5 Review and Approval of Bilingual Pay Policy and Work from Home Policy

President Juhas inquired if anyone would like an item taken off of the Consent Calendar. Trustee DeWitt requested Item 3.5 be removed from the Consent Calendar. President Juhas requested a motion to approve the Consent Calendar, with the exception of Item 3.5. So moved by Vice President Seigle, seconded by Trustee Rosenfeld. The motion was approved unanimously 5 – 0.

3.5 Trustee DeWitt inquired how notice will be given to employees regarding this change in policy. What is the protocol if a manager says the employee does not need this anymore? President Juhas decided to carry this item over into the next agenda for the meeting scheduled on September 24, 2025.

4.0 DISCUSSION ITEMS

4.1 Reference Statistics Update and review and approval of Proposed Changes to Quarterly Statistical Reporting

The Board moved to Item 4.2 before Item 4.1 for the benefit of the representatives from Alpha Structural. The Board ran out of time and did not get to Item 4.1 during this meeting. This item will be tabled until the Board Meeting scheduled for October 22, 2025.

4.2 Presentation by Alpha Structural: Seismic Retrofit Analysis of LA Law Library

Three representatives from Alpha Structural gave a presentation on the seismic retrofit analysis of the Los Angeles County Law Library. They began by discussing the deadlines the library faces. The library has not received an Order to Comply yet. Once the library receives the Order to Comply, we will have 3 years to submit a completed checklist for review to determine if building is a non-ductile concrete building. Alpha Structural has confirmed that the library is a non-ductile building. Once the library receives the Order to Comply, we will have 10 years to submit proof of previous retrofit, or plans to retrofit, or plans to demolish the building. Once the library receives the Order to Comply, we will have 25 years to complete construction.

Alpha Structural quoted an estimated cost of one million dollars for the completion of Phase 2, and a timeline of 1.5 – 2 years. They also quoted an estimated cost of twelve to fifteen million dollars to complete Phase 3. Alpha Structural went on to discuss the library's various construction options moving forward with the retrofit process.

Vice President Seigle left the meeting at 1:20pm.

5.0 CLOSED SESSION

5.2 Conference with Labor Negotiator (G.C. 54957.6). Library Negotiator: Executive Director Katherine H. Chew, with Finance Director Marcelino Juarez; Employee Organization: SEIU Local 721

The Board convened in a closed session at 1:20pm.

6.0 RECONVENE IN OPEN SESSION/ CLOSED SESSION ANNOUNCEMENT

(Pursuant to Government Code §54957.1)-Katherine H. Chew

The Board reconvened in open session at 1:33pm. 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 State Historical Resources Commission unanimous vote of approval to include LA Law Library on National Register of Historical Places (See Attachments)
8.2 Commercial Direct Install Program-LADWP-Free Upgrade and Installation of LED lighting
8.3 Progress of classroom and computer lab space in 70s section-Main Library

The Board ran out of time for this meeting, and did not get to the Executive Director Report.

9.0 ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 1:33pm by President Juhas. The next Regular Meeting of the Board of Law Library Trustees is scheduled for Wednesday, September 24, 2025 at 12:15pm.

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

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