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 24, 2025

The Regular Meeting of the Board of Law Library Trustees of Los Angeles County was held on Wednesday, September 24, 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 Rosa Fregoso
Judge Susan DeWitt
Judge Cherol Nellon
Dan Rosenfeld

Trustees Absent: Susan Steinhauser, Esq.

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**

3.0 **CONSENT CALENDAR**

3.1 Approval of Minutes of the August 27, 2025 Board Meeting
3.2 Review of July 2025 Financials and List of August 2025 Checks and Warrants
3.3 Approval of Bilingual Pay Policy and Work From Home Policy
3.4 Approval of Annual Report to the Los Angeles County Board of Supervisors

President Juhas asked the Board if anyone would like an item removed from the Consent Calendar. Vice President Seigle requested Item 3.4 be removed. President Juhas requested a motion to approve the Consent Calendar, excepting Item 3.4. So moved by Vice President Seigle, seconded by Trustee Fregoso. The motion was approved unanimously 4 – 0.

Trustee Rosenfeld arrived at 12:17pm

3.4

Vice President Seigle pointed out that the end of the first paragraph of Item 3.4 reads, "the most powerful weapons available for an average citizen to exercise their basic civil and legal rights." She discussed how the library serves more than just U.S. citizens, and suggested we replace the word "citizen" with a broader term such as "patron" or "community member".

She went on to recommend that at the end of the introduction, that we should briefly discuss funding. Funding is covered later in the document, however, Vice President Seigle recommended that we add one or two sentences touching on how we are receiving less state funding than in the past, and that all of our goals are contingent on funding. She also recommends that we start messaging to the county that we have several major capitol projects that need to be done over the next few years that will cost millions of dollars.

Trustee DeWitt arrived at 12:19pm.

Vice President Seigle pointed out that most people will probably not read past the introduction, so it would be wise to include these items in that section.

President Juhas requested a motion to approve Item 3.4 with the changes suggested by Vice President Seigle. So moved by Trustee Nellon, seconded by Vice President Seigle. The motion was approved unanimously 6 – 0.

4.0 DISCUSSION ITEMS

4.1 Presentation by Labib Funk + Associates-
Conceptual Retrofit Plan for Repairs to Parking Structure

Representatives of Labib Funk + Associates addressed the Board regarding a retrofit plan to repair the LALL parking structure. They discussed the tests their company have performed. Based on the results from these tests, their recommendations are as follows:

FRP Prep and Installation - $858,000

Removal of Existing Traffic Deck Coating - $65,000

Install New Traffic Deck Coating - $105,000

Apply New Line Stripping - $3,800

One of the representatives did state that he had believed that these numbers would be about half to 2/3's of what the numbers above show. He stated that he would do whatever he could to try and get the price down as much as possible.

Vice President Seigle asked how long the FRP would last.

The LFA Representative responded that the FRP would last a lifetime.

President Juhas asked if we should lift up problematic areas of the parking structure beforehand.

The LFA Representative responded that jacking can help, but is not an absolute must. He estimated costs 10 – 20% higher if we had to do any jacking.

E.D. Chew requested approval to move forward with Phase 3 at a cost of $61,370.00 for the parking structure retrofit. This figure was $1370.00 over our initial estimated budget of $60,000. Phase 3 includes production drawings which will provide the Board with a better understanding of this particular option for repairs. Phase 3 would need to be completed before LFA could provide the Board with an estimated cost for total repairs using the new fiber reinforced polymer design. Once an option for repair is selected—either the one proposed by LFA or the external support system proposed by All Star Post Tension-- the Library could put the job out for bid. After further discussion, LFA advised they would attempt to contact All Star for further information to determine what other costs (above the initial $413,700.00 quoted) would need to be included to implement the external support system design they were proposing. Vice President Seigle then asked if we need to choose between LFA and All Star. E.D. Chew responded that eventually we will have to make that choice. Unfortunately, there are not many companies that do this kind of work in the area. The motion would be to just proceed with Phase 3 with LFA at this time for the cost of $61, 370.00. So moved by President Juhas, seconded by Trustee Fregoso. The motion was approved unanimously 6 – 0.

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

Closed Session commenced at 12:55pm.

6.0 RECONVENE IN OPEN SESSION/ CLOSED SESSION ANNOUNCEMENT

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

The meeting was reconvened in Open Session at 1:28pm. 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

9.0 ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 1:29pm by President Juhas. The next Regular Meeting of the Board of Law Library Trustees is scheduled for Wednesday, October 22, 2025 at 12:15pm.

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

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