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.

October 22, 2025

The Regular Meeting of the Board of Law Library Trustees of Los Angeles County was held on Wednesday, October 22, 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
Susan Steinhauser, Esq.
Dan Rosenfeld

Trustees Absent: Judge Susan DeWitt
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 12:18 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 September 24, 2025 Regular Board Meeting
3.2 Financials/ Checks & Warrants
3.3 FY 25 Quarter 1 Statistics

President Juhas asked the Board if anyone would like an item removed from the Consent Calendar. No items were requested. President Juhas requested a motion to approve the Consent Calendar. So moved by Vice President Seigle, seconded by Trustee Steinhauser. The motion was approved unanimously 5 – 0. This was the second item that the Board tended to during this meeting.

4.0 DISCUSSION ITEMS

4.1 Reference Statistics Update and Proposed Changes to Quarterly Statistical Reporting

The Board was unable to address this item during this meeting.

4.2 Presentation by Alpha Structural: Rough Order of Magnitude for Seismic Retrofit Phase Two

President Juhas decided to attend to Item 4.2 first thing during this meeting so that the Alpha Structural representatives would not have to wait. Two representatives from the company addressed the Board to discuss Phase Two of the library's seismic retrofitting.

Trustee Steinhauser requested a walk through of the project. She asked how long the project would take, how much it would cost, etc. The Alpha representative responded that if the project were to start now, it would take 4-6 months to submit everything to the city to get a permit. The city would likely take another 4-6 months to process everything, so Phase 2 would take about 12 months total. He clarified that Phase 2 is the design phase. President Juhas then asked how long construction would take. The Alpha representative responded that it depends on many factors, but construction should take about 9 months. Vice President Seigle asked for clarification of the price. She asked if the estimated total cost of $863,000 includes everything. Alpha responded, yes. Alpha did then clarify that there are other possible costs that could be incurred during Phase 2, depending on possible changes to the building that may be required. These to be determined costs could range from $20,000 to $30,000, but should not exceed $40,000.

President Juhas then asked how much Phase 3 may roughly cost. Alpha responded that this cost would have a large range, anywhere between $12 million to $16 million. President Juhas then asked if Phase 3 could be implemented over several years. Alpha responded, yes. President Juhas then asked if we do Phase 2, how long would the plans be good for. Alpha responded that once plans are approved, we get a permit that is good for one year. However, permits can be renewed. Vice President Seigle then asked if the library needed to wait several years to raise the funds for Phase 3, could the codes possibly change and negatively affect us. Alpha responded that if the codes were to be updated, then we would be grandfathered in. The representatives from Alpha Structural then left the meeting.

President Juhas asked the Board if they would like to continue the discussion regarding Alpha Structural, or if they would like to move on to other agenda items. Trustee Fregoso stated that she believes that the Board should devote the next Board Meeting to this matter. Vice President Seigle stated that she would like to hear what everyone is thinking. President Juhas stated that we do not currently have the money to pay for Phase 3. We are currently operating at a $2 million per year deficit, and the parking structure will cost about $1 million. Vice President Seigle stated that we have about $17 million in library reserves. Finance Director, Marcelino Juarez, stated that we also have about $7 million in investments with UBS.

Trustee Fregoso stated that Phase 2 is the planning phase, once we know the design we should know the most problematic areas. She asked, could we not begin on the areas that need the most attention, and break it up into phases? Trustee Rosenfeld stated that it is better to do something than nothing. Trustee Fregoso then brought up the fact that we have an asset in the parking lot. She inquired if we could do a cost analysis of utilizing the parking lot versus selling it. Trustee Rosenfeld brought up the possibility of bonds. Trustee Fregoso then inquired about reaching out to local representatives. President Juhas stated that E.D. Chew has already been doing outreach to government officials.

Trustee Fregoso left the meeting at 1:18pm.

4.3 Recommendation to establish Trustee Development Committee

The Board was unable to address this item during this meeting.

5.0 CLOSED SESSION

5.1 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 1:19pm.

6.0 RECONVENE IN OPEN SESSION/ CLOSED SESSION ANNOUNCEMENT

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

The Board reconvened in an open session at 1:22pm. 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 1:22pm by President Juhas. The next Regular Meeting of the Board of Law Library Trustees is scheduled for Wednesday, November 19, 2025 at 12:15pm.

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

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