



KATIE DROW
Director and Secretary to the Board of
Trustees
E-mail: katied@vencolawlib.org

www.vencolawlib.org

Ventura County Law Library
800 South Victoria Avenue
Ventura, California 93009
Phone: (805) 642-8982
Fax: (805) 642-7177

BOARD OF TRUSTEES
Robert L. Coit, Esq.
PRESIDENT

Amber Rodriguez, Esq.
VICE-PRESIDENT

Judge William Q. Liebmann
Leroy Smith, Esq.
Vincente E. Woodward, Esq.

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES OF THE VENTURA COUNTY LAW LIBRARY HELD JANUARY 9, 2019.

A meeting was held on Wednesday, January 9, 2019 at 12:15 p.m. in the Law Library. Present were Board members Mr. Woodward, Judge Liebmann, Mr. Coit, Mr. Smith, and Ms. Rodriguez as well as members of the public Peter Bashkiroff, Stuart Nielson, and Ron Beaman. The meeting was called to order at 12:24 p.m.

There was no public comment.

After discussion and on motion duly seconded, it was resolved that:

Item 2, the minutes sheet of the regular meeting held November 14, 2018, was approved and a copy is attached herewith;

Item 3, the FY 2018-19 AP 5, was approved, and FY 2018-19 AP 6 was approved;

Item 4, the election of officers:
Mr. Coit was elected President,
Ms. Rodriguez was elected Vice President;

Item 5, confirmation of 2019 meetings to continue on same schedule as 2018, was approved;

Item 6, the legal actions against the Law Library, will be held over until the next Board meeting. It shall be listed as an action item twice-- as both an open & closed session. Mr. Bashkiroff's suspension continues in the interim until the next Board meeting. Judge Liebmann recused himself from these proceedings.

Item 7, the Board reviewed the design update created by GSA & the Director.

To accommodate the Judge's schedule, the Board then went into a closed session to evaluate Library Director Katie Drow.

The open session resumed.

After discussion and on motion duly seconded, it was resolved that:

Katie Drow completed her six month probationary period and was offered a 5% raise to her salary effective 01/01/2019. Thereafter, she shall receive an annual review. Ms. Drow accepted the offer.

Item 8, the updated computer vendor estimate, was approved as well as the Director's managerial discretion to choose own vendor. The new amount approved shall not exceed \$16,000.

Item 9, the 2019 holiday closures, will now include Cesar Chavez Day on April 1st as well as the day after Thanksgiving. While Day after Thanksgiving was previously treated as Vacation, it will now be treated as a paid Holiday. Eleven paid Holidays will be recognized in 2019: New Year's Day, MLK, Jr. Day, President's Day, Cesar Chavez Day, Memorial Day, Independence Day, Labor Day, Veterans Day, Thanksgiving Day, Day after Thanksgiving, and Christmas Day.

During Board comments, Ms. Rodriguez commented she'd like to see payroll and the CalPERS investment account(s) listed as items on the next Agenda.

Judge Liebmann commented that he'd like to see an action item on the next agenda to recognize Stuart Comis for the time and dedication he put into the Library for the last 30+ years.

The next regular meeting is set for Wednesday, February 13, 2019, at 12:15 in the Law Library. There being no further business, the meeting was adjourned at 1:38.

Katie Drow
Secretary