

Minutes of the Consortium of County Law Library Resources Boards

June 29, 2011, 10:00 a.m.

Ohio Judicial Center, Columbus, Ohio

The Consortium of County Law Library Resources Boards held a meeting at 10:00 a.m. on June 29, 2011 at the Ohio Judicial Center in Columbus, Ohio. The following Board Members were in attendance: Judge Charles Schneider, Mary Jenkins, Kenneth Kozlowski, John Leutz, and Kathleen M. Sasala. Advisory Council members in attendance included Angela Baldree, Keith Blough, and Dick Baker, who arrived at 10:15, and Judge James A. Shriver participated by telephone. The only guest was George Baker.

As the first order of business, Judge Schneider opened the only Proposal he received from Lake County Law Library on June 6, 2011 pursuant to the RFP the Board issued for a staff member. At Judge Schneider's request, Ms. Baldree summarized her proposal, indicating that because her Board was unsure about an exact financial commitment, it used a \$50.00 per hour rate, including benefits, with some of the funds to be distributed in both 2011 and 2012 on either a monthly or quarterly basis. Mr. Kozlowski added that the Board is set up to spend funds, and John Leutz stated that it would be appropriate to award a grant based on an hourly rate and draw down the funds as expended. The Board also discussed potential expenses Ms. Baldree would incur and decided that reimbursement would follow Supreme Court guidelines and O.R.C. sec. 126.31.

Ms. Baldree then commented that her Library's Proposal groups the 11 job requirements into 4 categories and addresses her experience, plan and time-line for each. Judge Schneider then asked Ms. Baldree to explain how she would address collection of Consortium dues from 18 remaining libraries and how the Board should expend its funds (\$287,391.02 collected to date). Ms. Baldree indicated that she would follow-up with unpaid libraries by telephone, send letters as necessary, and conduct discussions with county auditors where appropriate. She also stated that she would advocate spending Consortium funds on vendor purchases such as Lexis and/or Westlaw practice books for all 88 county law libraries. She would not suggest seeking a reduction in Consortium dues at this juncture, although she indicated that such a decision would ultimately belong to the Board. On that issue, George Baker suggested that the county libraries would like to give the Consortium a chance to succeed and that it may need incoming funds in the future. John Leutz concurred that the Consortium should establish a rainy day fund for appropriate purposes, and Dick Baker added that any future refunds need to be earmarked for the law libraries and not transferred to county general revenue funds.

At Ms. Sasala's request, Ms. Baldree next discussed her suggestions to set up a website and an email distribution list, as well as visit all of the county law libraries. John Leutz suggested that Board members might want to attend some of these visits, and Ms. Sasala suggested creating virtual tours with video equipment. John Leutz would also like to see county agencies and courts work together, although Judge Schneider suggested that assistance may be required from the State Auditor and state-wide treasurer and prosecutor associations.

The Board next discussed some of the statutory duties of the Consortium. Keith Blough and Ms. Sasala suggested that cataloging should not be a priority, and Ms. Sasala suggested that the Consortium should adopt and expand the work of the existing Ohio Law Library Consortium with

assistance from county law librarians. Dick Baker suggested paying law librarians to accomplish these tasks, and Judge Schneider indicated that the Board can hire consultants. Ms. Sasala cautioned that Board and Advisory Council members should not accept any remuneration. Mary Jenkins suggested that the Board should establish comprehensive financial guidelines for Board expenditures. Dick Baker raised the issue of succession planning for replacement of its staff member, and Judge Schneider indicated that the Board would probably have to issue a new RFP if that ever happened.

Judge Schneider then asked Ms. Baldree to leave, and the Board further discussed her qualifications and the ability of the Board to provide its staff member with guidelines. Two suggestions included representation of smaller libraries and level pricing from vendors. The members of the Board then completed their score sheets and turned them in to the Secretary. Upon motion of John Leutz, seconded by Ms. Sasala, the Board unanimously voted to accept Lake County Law Library's Proposal subject to a) approval of the Proposal's financial distribution by Board Counsel and b) authorization to Judge Schneider to complete negotiations with Lake County Law Library.

The Board welcomed Ms. Baldree back and congratulated her on the Board's favorable decision. Judge Schneider then advised Ms. Baldree that the Board would like to see level pricing from vendors, and Mary Jenkins added that the Board's collection survey should be the driving force behind negotiations. Both Judge Shriver and Mary Jenkins suggested that the Board should develop guidelines for grants to county law libraries, and Judge Schneider suggested creating a subcommittee to address all issues related to amounts, duration, recipients, and other issues. Judge Schneider and Ms. Baldree then discussed moving her start date up to August, and John Leutz asked Ms. Baldree to compose some goals and objectives for the next meeting. Ms. Baldree indicated that she will also develop specific plans on communicating with county law libraries that have not yet paid their dues, ideas on buying legal materials for less, and a preliminary schedule for visiting all 88 county law libraries. Ms. Sasala suggested that Ms. Baldree would need a cell phone for her work, and Judge Schneider indicated that he would follow-up on that issue after the meeting. Ken Kozłowski also offered to start working on an email address for Ms. Baldree at the Supreme Court, which currently serves as Board's address and will eventually provide office space for Ms. Baldree.

Ms. Baldree then resigned her position on the Board's Advisory Council, and Judge Schneider and Mary Jenkins indicated they would ascertain whether any of the original Council candidates would be interested in serving as Ms. Baldree's replacement. Mary Jenkins also offered to notify applicable listservs about Ms. Baldree's appointment and the Council vacancy. Judge Shriver then raised an issue regarding his library's receipt of bills from the county for telephone service. In response, Judge Schneider referred him to AG Opinion 2010-01 for guidance.

The next meeting of the Board will take place at 10:00 a.m. on August 4, 2011 in the Judges' conference room of the new Franklin County Courthouse. The meeting was adjourned at 12:00 p.m.

Respectfully submitted,


Kathleen M. Sasala, Esq., Secretary