

*Minutes of the Meeting of the  
Consortium of County Law Library Resources Boards  
March 26, 2014, 10:00 a.m.  
Frank B. Willis County Building, Delaware, Ohio*

The Consortium of County Law Library Resources Boards (hereinafter "Consortium") held a meeting at 10:00 a.m. on March 26, 2014 at the Frank B. Willis County Building in Delaware, Ohio. The following Board Members were in attendance: Judge Charles Schneider; George Baker; John Leutz; and Kathleen M. Dugan. Also in attendance were: Executive Director Judy Maxwell; former Executive Director Angela Baldree; Advisory Council Members Judge James A. Shriver, Mary Jenkins, and Galen Avery; and various county law librarians and county personnel.

Judge Schneider began the meeting at 10:00 a.m. and proposed a slate of officers to include himself as Chair, George Baker as Vice-Chair, and Kathleen M. Dugan as Secretary. Upon motion of John Leutz, seconded by George Baker, this slate was unanimously approved. Judge Schneider then called for approval of the October 16, 2013 Minutes. Hearing no objections, Judge Schneider indicated that the Minutes would stand as approved.

Judy Maxwell then indicated that she would present her Annual Report at the next meeting of the Consortium, which will be held at 9:30 a.m. and again in the afternoon if needed on April 17<sup>th</sup> at Deer Creek State Park as part of the meeting of the Ohio Regional Association of Law Libraries-County Special Interest Group. Judy Maxwell then distributed financial reports from the Ohio Supreme Court for January and February 2014, indicating that she plans to enter the data into a QuickBooks program for the Consortium with Angela Baldree's help. She further indicated that all but eight (8) counties took advantage of a grant rebate against 2014 dues and that there are a few county law libraries that have not paid their 2014 dues yet. Ken Kozlowski is preparing a list; and letters will go out to those libraries at the end of the month. Upon motion of George Baker, seconded by John Leutz, the financial reports were unanimously approved by the Board.

Judy Maxwell then indicated that the Consortium's 2011-2012 audit is almost completed. Due to the transition between Executive Directors, she asked the Board to authorize both her and Angela Baldree to sign all audit documents. Upon motion of John Leutz, seconded by George Baker, this approval was unanimously granted.

Judy Maxwell then indicated that although a new audit for 2013-2014 will be starting the first week of April, it should be easier and less expensive than before. Upon motion of George Baker, seconded by John Leutz, the Board voted unanimously to give Ms. Maxwell authority to sign off on auditor letters regarding this audit.

Judy Maxwell then introduced the issue of Memorandums of Understanding (hereinafter "MOUs") with Clermont, Cuyahoga, and Sandusky County Law Libraries to extend their cataloging services for county law libraries for six (6) months. She indicated that the MOUs were approved as to form by Angela Sullivan and that 25 libraries are already done. Upon motion of John Leutz, seconded by George Baker, the Board unanimously approved the renewal MOUs.

Judy Maxwell then indicated that the State Auditor would like the Consortium to adopt a public records policy to comply with Ohio's sunshine laws. As a result, Ms. Maxwell introduced a model form proposed by the Ohio Attorney General and recommended that requesters should contact the Executive Director for minutes and like documents and Ken Kozlowski for financial records. A motion by John Leutz for approval that was seconded by George Baker was tabled until the April 17<sup>th</sup> meeting, when legal counsel for the Consortium will be available to answer any questions.

Judy Maxwell then introduced a print book proposal from West/Thomson whereby the Consortium would purchase and pay for titles for all county law libraries. After discussion of last year's comparable offer, to which the Consortium committed approximately \$197,000.00, George Baker moved, seconded by John Leutz, to purchase 88 copies of each of the following six (6) titles with Consortium funds totalling \$144,003.20: Elder Law; Juvenile Law; Ohio Landlord Tenant Law; Ohio Domestic Relations; Ohio DUI; and Ohio Probate Law. This motion was unanimously approved.

Judy Maxwell then introduced a new patron access proposal from Westlaw dated March 14, 2014. Although the Consortium would not be paying for this service, it would allow any county law library to take advantage of Consortium pricing for the proposed content, which is the same as last year's proposal, with the addition of free access to Ohio Jurisprudence 3<sup>rd</sup>. Upon motion of John Leutz, seconded by George Baker, the Board unanimously adopted the Westlaw pricing proposal.

Judy Maxwell then indicated that Lexis is preparing a final quote for the Consortium regarding its new Digital Library product, which uses the Overdrive emedia platform. Discussion ensued about how the product works, restrictions on use (i.e., restricted titles, different circulation periods, user restrictions), potential costs, proposed contract terms, and more expensive offers to individual law libraries (e.g., Hamilton-\$7,500 for the platform). Further discussion was tabled until the April 17<sup>th</sup> meeting, but pricing was proposed at \$425.00 per library for a total of \$37,400.00 for all 88 libraries. Lexis would like the Consortium to sign the contract for the platform, with individual libraries purchasing their own content. All meeting participants were encouraged to send their questions to Judy before the April 17<sup>th</sup> meeting.

Judy Maxwell then brought up the issue of renewing the Consortium's existing contract with LibraryWorld. However, this issue was tabled until she and Angela Baldree ascertain when the current contract expires.

Judy Maxwell then introduced a request from EBSCO to have the Consortium recognize it as an "approved vendor" since some of this year's grant requests include EBSCO products. After a brief discussion, this request was declined without a vote.

John Leutz next introduced proposed language to amend the Ohio Revised Code to allow county law libraries to accept credit cards where allowed by local county governments. Mr. Leutz indicated that this should not be controversial in the Ohio Legislature, and the Judge thanked Mr. Leutz for moving this forward.

On behalf of the Wayne County Law Library Resources Board, Mr. Leutz then introduced proposed language he drafted that would allow a CLLRB, by a majority vote, to transfer unencumbered funds to its county general fund every January. Mr. Leutz indicated that the Wayne CLLRB unanimously supports this proposal since it has an excess of funds beyond those necessary to support its law library. In response, Judge Schneider stated that the Consortium should be against it because it is a dangerous piece of legislation, even if it sounds benign. The Judge expressed his concern that the Commissioners could take away the autonomy of the special revenue funds that county law libraries fought hard to obtain. Discussion then ensued about the damage this could do state-wide, alternative statutory procedures that would allow CLLRBs to transfer funds to their county general fund with approval of the local Common Pleas Court and the Auditor of State, vagaries in the collection and payment of fines and penalties, and prior compromises which previously led to existing legislation. Mr. Leutz indicated that the CCAO has not taken a position on this proposal and does not currently endorse it as part of CCAO policy. Mr. Leutz further indicated that the legislation does not appear to be on a fast track, but neither the Ohio State Bar Association (hereinafter "OSBA") nor the Ohio Judicial Conference are aware of the proposal yet. Angela Baldree indicated that she has been in touch with Victor Hipsley, the lobbyist on retainer with a law library coalition that was formed several years ago, and he is willing to work on this issue as necessary. Galen Avery asked for a formal resolution opposing the proposal, and Judge Shriver suggested that the Consortium adopt a resolution that any and all funds received by county law libraries remain in their special revenue funds and that any efforts to take these funds for other purposes should be resisted. George Baker indicated that he will contact the Wayne County law librarian, and Mary Jenkins indicated that she will contact ORALL. Judge Schneider summed up the discussions by a) indicating that the consensus opposes the proposed legislation and b) stating that he and others would follow up with Wayne County, the OSBA, the coalition, ORALL, and other relevant entities before the next Consortium meeting on April 17<sup>th</sup>, at which the Consortium could consider a formal resolution opposing the legislation.

Judy Maxwell then brought up pending grant requests, indicating that the Board already pre-approved \$80,000.00 for grants and that the grants committee, consisting of herself, Susan Boland, and John Leutz, had recently met to review all proposals. She reported that the grants committee recommended a) against funding Erie County's proposal for a CLE program which was more properly a program for the local bar association, b) against funding furniture requests, c) in favor of funding some of the staff and career development proposals from Ashtabula, Columbiana and Lake Counties, d) in favor of funding the multi-agency proposal from Stark County, and e) in favor of awarding all remaining technology grants listed on a handout based on a uniform percentage to be calculated later. George Baker suggested that criteria should include whether an applicant applied for a grant before, and Ms. Dugan summarized the Board's grant preferences, as stated in prior meeting minutes: the Board likes to fund multi-county and collaborative projects; the Board prefers not to fund anything that counties are required by law to provide for county law libraries; the Board prefers not to fund construction and building projects; and the Board prefers not to fund ongoing law library expenses, including databases. Upon motion of George Baker, seconded by John Leutz,

the Board unanimously voted to deny Erie County's request but grant the listed requests from Ashtabula, Columbiana, Lake, and Stark Counties.

Angela Baldree and Judith Gill then explained their libraries' technology grant requests for a mobile technology cart and *pro se* ebooks for public computers, respectively. Upon motion of John Leutz, seconded by George Baker, with Judge Schneider abstaining, the Board approved the Franklin County technology proposal at 100% funding. Upon a separate motion by George Baker, seconded by John Leutz, the Board unanimously approved the Wood County technology proposal at 100% funding. The suggestion was made to clarify the purposes of the approved grants when award announcements are made. For the next meeting, the grants committee will work toward calculating a fixed percentage for funding remaining recommended technology grant requests. Discussion then ensued without decision on whether the Consortium should fund expenses for copiers and wi-fi, whether grants should be awarded two (2) times a year instead of one (1), and whether the Advisory Council could help with these issues and even create a grant request template to streamline the request and approval processes.

There being no further business before the Board, John Leutz moved, seconded by George Baker, to adjourn the meeting. Thereupon, the meeting was adjourned at 12:10 p.m.

Respectfully submitted,

  
Kathleen M. Dugan, Esq., MLS/Secretary