

*Minutes of the Meeting of the
Consortium of County Law Library Resources Boards
September 29, 2015, 10:00 a.m.
Ohio Supreme Court Law Library, Columbus, Ohio*

The Consortium of County Law Library Resources Boards (hereinafter "Consortium") held a meeting on Tuesday, September 29, 2015 at the Ohio Supreme Court Law Library in Columbus, Ohio. The following Board Members were in attendance: Chair Judge Charles Schneider; Vice-Chair George Baker; Ken Kozlowski; and Secretary Kathleen M. Dugan. Also in attendance were: Executive Director Judy Maxwell; Assistant Section Chief Jennifer Croskey from the Ohio Attorney General's office; Business Counsel Kari B. Hertel from the Ohio Attorney General's office; and Angela Baldree. Advisory Board member Susan Boland participated by telephone. The following County Law Librarians also participated by telephone: Sue Behnfeldt; Kendel Croston; and Melissa Barney.

Judge Schneider convened the meeting at 10:13 a.m. and called for approval of the May 19, 2015 Minutes. Ken Kozlowski made a motion to approve these Minutes, George Baker seconded the motion, and it was unanimously approved.

Judy Maxwell then summarized the Consortium's recent financial statements, indicating that roughly \$18,420.00 is encumbered through the end of 2015 for three (3) Memoranda of Understanding ("MOUs") for services rendered or to be rendered, plus an outstanding Lexis bill. In view of these expenses, Judy Maxwell recommended that the Consortium cancel the Ohio School Finance Manual. Doing that would give the Consortium a positive balance at the end of 2015. As a result, George Baker made a motion to authorize Judy Maxwell to cancel the Ohio School Finance Manual subject to an opinion by legal counsel that the Consortium would not incur a penalty. Ken Kozlowski seconded the motion, and it was unanimously approved. Several participants then made suggestions for resolving an "unallocated balance" with Lexis, and either Judy Maxwell or Angela Baldree with follow-up with the vendor.

Those present next discussed the budget. After looking at historical revenue figures for statutory Consortium dues, Judy Maxwell estimated \$305,000.00 in revenues for 2016. Kathleen Dugan suggested that this figure could be high if county's ticket fines are declining. Ken Kozlowski reported that 84 of Ohio's 88 counties have paid their dues, and outstanding dues total only about \$1,000.00. Judy Maxwell and Judge Schneider then mentioned that they have both spoken with the State Treasurer's office about this issue. Various Board members then referred to prior Board discussions about this same issue, the lack of a specific statutory enforcement mechanism, the Board's prior decision not to penalize counties by withholding book purchases, and the Board's policy decision not to initiate collection actions because it could cost more money than the total of unpaid dues.

Judy Maxwell and Angela Baldree next explained the Lexis book proposal and various options. They also indicated that counties like the Consortium to purchase books because of the

additional discounts other county agencies are enjoying. Although the Consortium purchased 16 titles from Lexis last year, Angela Baldree recommended buying only 6-7 titles from Lexis and nothing from West this year. Discussion then turned to OJI, which the Consortium had to cancel recently due to lack of sufficient funds. Kari Hertel indicated that the Consortium cannot contract beyond the end-date of the State biennium (June 30, 2017) but that it could negotiate contracts with yearly renewal options. Regarding West books, Judy Maxwell suggested asking West for revised pricing for either 2 or 4-book proposals, including DUI and Landlord Tenant, which are the most popular titles. Board members then discussed alternatives to reduce the proposed \$80,000.00 grant budget to either purchase more books or leave a cushion in the budget for unanticipated projects. The Judge's proposal was to reduce grants to \$50,000.00. George Baker then made a motion to authorize the expenditure of up to \$50,000.00 for the purchase of books from Lexis, subject to approval from legal counsel. Ken Kozlowski seconded the motion, and it was unanimously approved. Ken Kozlowski then moved to authorize the expenditure of up to \$50,000.00 for OJI, subject to approval from legal counsel. George Baker seconded the motion, and it was unanimously approved. Kathleen Dugan commented that the Board needs to firmly commit to its purchases and not rescind them later since this creates problems for library ordering and technical service departments.

Angela Baldree then indicated that the Board's prior optional grant program begins around the time of ORALL in October. Pursuant to comments and suggestions from Board members, Ms. Baldree will make proposed revisions to the grant guidelines to lower the maximum award amount, indicate that no grants will be awarded for Lexis or Westlaw, and memorialize other grant restrictions that have been discussed at prior meetings.

Judy Maxwell indicated that the Consortium will convene an informational meeting at ORALL on October 21st, but that there will not be a quorum.

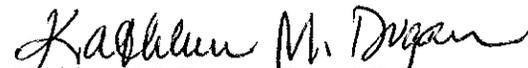
At 11:29 a.m., Ken Kozlowski moved to convene an Executive Session to consider the appointment of public employees or officials, and George Baker seconded the motion. A roll call vote was taken, and all four (4) Board members voted to enter into an Executive Session. Judy Maxwell and Angela Baldree then left the room, and Ken Kozlowski muted the telephone. The Executive Session lasted from 11:29 a.m.-11:45 a.m., and then the Board took a five (5) minute break.

At 11:49, Judge Schneider reconvened the meeting and stated that the Board wished to continue with MOUs and not hire any employees. Subject to a rate increase for Delaware County, George Baker moved for approval of new MOUs with Delaware and Franklin County Law Library Resources Boards from 12/31/15-6/30/17. Ken Kozlowski seconded the motion, and it was unanimously approved. Since five (5) new libraries joined LibraryWorld and need their records cataloged, Ken Kozlowski made a motion to extend the MOU with Clermont County Law Library for six (6) months and no more than \$500.00 per month. George Baker seconded the motion, and it was unanimously approved.

Under Items too late for the agenda, Kathleen Dugan suggested that there should be follow-up from the retreat, which showed that libraries want training, in addition to book purchases. Based on discussions, training will be mentioned at ORALL, and a brief survey will be sent out to ascertain each library's top three (3) interests. The Board will consider both in-person and virtual training sessions and may use the Advisory Committee to help.

There being no other business to come before the meeting, Judge Schneider adjourned the meeting at 12:02 p.m.

Respectfully submitted,


Kathleen M. Dugan, Esq., MLS