Ohio County Law Library Survey

2013

The survey of Ohio's county law libraries reports on staffing, revenue, expenditures, governance, technology, print collections, electronic resources, and facilities. The survey was administered in August and September 2013. The findings and analysis presented here were authored in March 2014.

A Report on the Biennial Survey Results

FUNDING AND FINANCES: STATUTORY

1.   What was your library's statutory revenue for the past two years? Please report it as a total dollar amount.   R=35

2011
Of the 35 responses, the statutory revenue was:
- High: $867,973
- Low: $43,195
- Average: $271,999
- Median: $210,464

10 respondents (28.6%) reported below $100,000.
12 respondents (34.3%) reported statutory revenue between $100,000-$300,000.
7 respondents (20%) reported statutory revenue between $300,000-$500,000.
6 respondents (17.1%) reported over statutory revenue of over $500,000.

2012
Of the 35 responses, the statutory revenue was:
- High: $863,680
- Low: $37,732
- Average: $270,341
- Median: $214,257

Just over half of respondents saw an increase in revenue from 2011-2012 (19R, 54%), but the overall average went down.
9 respondents (25.7%) reported statutory revenue below $100,000.
13 respondents (37.1%) reported statutory revenue between $100,000-$300,000.
8 respondents (22.8%) reported statutory revenue between $300,000-$500,000.
5 respondents (14.3%) reported statutory revenue over $500,000.

2.   If your statutory review was down in either 2011 or 2012, what measures have you taken to reduce expenses? Check all that apply.   R=36
Three items of note were reported. Firstly, an overwhelming number (69.4 %) of respondents canceled titles as their primary response to declining revenue. Secondly, 38.9% of respondent depended on grants as a source of income, presumably largely from the Ohio Consortium of County Law Libraries. If correct, that result demonstrates the value of and reliance on the grant program.   Thirdly, no respondent reported receiving currently any type of appropriation from a county's General Fund.   Only one respondent pointed to a reduction in staff as a means of reducing expenses. Lastly, six respondents (16.7 %) reported other measures to reduce expenses:
- Utilized reserve from CLLRF
- Reduced hours library was open
- Spend from reserve (carryover from LLA) and reduce amount spent for other departments
- Pocket part exchange
- Supplement with non-statutory income from formerly private sources
- Cuts in several budget items and no salary increases.

3. Do you think that your library is receiving all the revenue it is due from the statutorily mandated court, traffic, and liquor fines and penalties?   **R=37**

As the statutory fines represent the principal revenue steam of any law library, it is quite remarkable that a majority (62.20 %) are either unsure or do not think that they are receiving all their statutory mandated revenues. A training session offered by the COCLL on March 26, 2014 will begin the process getting a better handle on this.   Clarity about accounting for and receipt of statutorily mandated fines should be a top priority for the COCLL, perhaps including the formation of a standing subcommittee on law library finances to educate and assist law librarians on issues such as these and to work with COCLL board liaisons from the Attorney General and State Auditor's offices. Thirteen respondents offered some clarification of their responses. Several cited problems with the disbursing entities including the municipal, juvenile and probate courts.

4.   Did your library receive an appropriation from the county's General Fund in 2012?

R=36

91.7%, or 33, of respondents reported not receiving any appropriation, which is not surprising as there is no mandate to do so, county revenues have been down, typically, and most counties see law libraries as special units with their own funding streams. Three respondents (8.3%) reported appropriations for specific purposes, including reimbursement of another department's Westlaw expense, payment of the librarian's compensation, now discontinued, and funding to address anticipated gaps between revenue and expenses.

5. What services or items is your county charging your county law library for? Please check all that apply.   **R=36**

Seventeen respondents (47.2 %) reported no charges at all for services or items from counties. Many respondents reported that their libraries are charged for telephone services (14, or 38.9%), postage (11, or 30.6%), and technology services and/or internet access (6, or 16.7%). One respondent reported a fee for use of the county's accounting system, a fee distributed across offices not under the BOCC. It would be helpful to follow up to determine whether fees are charged fairly and proportionately across county offices or if the fees are charged to libraries in violation of the law.

6. How satisfied are you with the support that your county's offices provide the law library?

R=36

Most respondents are either very satisfied (17, or 47.2%) or somewhat satisfied (9, or 25%) with county services. Six respondents (16.7%) are somewhat dissatisfied with services and four (11.1%) are very dissatisfied. The survey did not explore the source of the dissatisfaction but it may be related to auditor processes. This issue might be explored further since quite a few respondents noted some level of dissatisfaction, while other libraries report a largely positive experience.

ADDITIONAL FUNDING AND FINANCES

7. Does your library receive any county-collected fees, besides the statutory fines and fees identified in ORC §307.51 and §307.515 (For example: if the library gets a portion of the clerk of courts or a local court fee that goes directly to the law library.)   **R=35**

A solid majority (88.6 %) of respondents responded that they do not receive any other court/county collected fees other than those statutory fees described in the question. Three respondents reported that they received Clerk of Courts fees and/or fines as well.

8. Other than statutory income, what was the amount of your library's 2012 revenue from all other sources, if any? Please answer with a dollar amount, or $0. R=35

- High: $281,340 (including donations and subscriber fees for services)
- Low: (excluding $0 responses): $157
- Median (excluding $0 responses): $5,954
- Average (excluding $0 responses): $19,228

9 respondents reported $0 in additional revenue from all other sources.
15 respondents reported under $10,000 (not including $0 respondents).
5 respondents reported $10,000-$30,000.
6 respondents reported over $30,000.

9. What were your sources of revenue in 2012, besides statutory income? Check all that apply. R=35

Seven respondents reported no source of revenue apart from statutory income. Other respondents reported revenue from, in descending order:

- Photocopying: 23 (65.7%)
- Printing: 14 (40%)
- Faxing: 14 (40%)
- Grants: 10 (28.6%)
- Annual subscriber fees: 8 (22.9%)
- Private law library association contribution: 6 (17.1%)
- Sale of withdrawn material: 4 (11.4%)
- Notary fees: 3 (8.6%)
- Bar association contribution: 2 (5.7%)
- Document delivery: 2 (5.7%)
- Donations or gifts from individuals: 2 (5.7%)
- Research services: 1 (2.9%)
- CLEs: 1 (2.9%)
- Rental of library space: 1 (2.9%)
- Sale of equipment or furnishings 1 (2.9%)

Libraries reported other sources of revenue that included a lawsuit settlement, after-hours access, fees for clerical services, video conferencing, contractual agreement, reimbursement for county office purchases of materials, general fund appropriation, refunds from vendors, and the maintenance of equipment for county offices. Most of the items on this list may suggest an untapped revenue stream.

AUDITS

10. Was your library charged a fee for the library portion of your county's most recent state audit? R=36

Positively, thirty three respondents (91.7%) report no charge for audit fees from their county. This represents a savings of hundreds, if not thousands of dollars, considering the audit expenses that law libraries paid prior to 2010.   The two libraries that reported audit fees provided the figures of $186 and $89.

11. List any library-specific finding by the State auditor in your county's most recent audit.
                                                                                              R=35

No respondents reported any findings. This was expected since all of the law libraries operate within their respective county finance systems and are also less closely examined than in the past. Since findings could still occur, this question should be retained on future surveys.

OVERALL EXPENDITURES

Expenditures in the various categories vary widely, depending on overall revenue and probably on other factors as well. A detailed analysis by library size cannot be conducted without additional identifying information. However, it is helpful to look at proportion of expenditures in particular areas to total expenditures in these main spending areas: compensation and collection. This analysis does not look at the trends across the years, but that would be a useful follow up.

Some observations, with acknowledgement that not all respondents provided figures in each category:

- The reporting libraries show a total of $2.24M in salaries, surely a decline from even recent years, since several libraries reported reduced staff size. Still, that's a sizeable investment in human resources statewide.
- Benefits represent 34% of salary, overall, a fairly standard percentage of compensation.
- Responding libraries spend a collective $3.38M on print materials.
- Responding libraries spend a collective $2.1M on electronic materials.
- Of the $5.5M spent collectively on materials, 38.3% is spent on electronic materials and 61.7% is spent on print materials. This fairly traditional ratio may reflect the preferences of patrons and other factors but it is not in line with the trend toward a more of a balance or a leaning toward electronic format and higher expenses in that area.
- Very little money, $10,561, was spent statewide in the past year on furnishings. This must reflect very tight budgets and not a lack of need.

12. How much did your library spend in 2012 for each of the following items? Please answer with a dollar amount.   **R=31**

Salaries (R=31)
- High: $384,469
- Low: $0
- Lowest with compensation: $5,060
- Average: $74,615
- Median: $32,539

Benefits (R=31)
- High: $120,141
- Low: $0
- Lowest with benefits: $756

- Average: $25,584
- Median: $12,654

Print Materials (R=31)
- High: $312,699
- Low: $1,450
- Average: $109,086
- Median: $85,469

Electronic Materials (R=31)
- High: $189,000
- Low: $0
- Average: $70,057
- Median: $55,366

Furniture (R=27 but note that only two respondents actually listed any expenses for furniture.)
- High: $5,836
- Low: $0

Computers/Technology (R=29)
- High: $24,000
- Low: $0
- Average: $4,049
- Median: $1,800

13. What was your total collection development expenditure in 2012 (All spending on print, electronic, and AV materials/information resources) please answer with a dollar amount.

R=30

- High: $497,315
- Low: $25,344
- Average: $175,398
- Median: $148,332

Conclusion

The financial state of the law libraries has remained largely steady since the 2010 transition from governance by private associations to county law library boards, with the following positive developments:

1. The COCLL grant program is utilized and providing a new stream of non-statutory income.
2. Law libraries are no longer burdened, generally, with paying for state audits.
3. Law Libraries are saving money by canceling unneeded titles without having to make drastic layoffs of personnel or restricting hours of operation.
4. County commissioners and auditors appear to be doing a generally acceptable job of supporting and providing assistance to county law libraries.

However, as discussed by our survey group before, all statutory income (checks, reports, etc.) now goes directly to the Auditor's office and many law librarians are very unsure or in the dark completely about what they are receiving or what they should be receiving for revenue.

STAFFING

14. Since January 2010, has your library's staff size changed?   **R=33**

Six of the thirty three respondents reported a decrease in staff size since 2010. None of the responding libraries has seen an increase in staffing.

15. What is your library's total full-time equivalent (FTE) staffing?   **R=33**

Include yourself. Please enter as a number, taking into account full and part-time staff. For example, if you have one full-time person and one 50% time person, you would enter 1.5.

High:	7.0	Total employees <1.0:	8
Low:	0.0	Total employees=1.0-2.0:	17
Average:	1.83	Total employees=3.0-4.0:	6
Median:	1.3	Total employees=5.0+:	2

16-30. Please report the following staffing information for each position at your library in 2012.

R=33

When we report the results of this survey, salary information will not be identifiable by position or county. Rather, it will be reported in the aggregate: median, average, low, high. Once you fill in responses for one position, you will have the opportunity to list your other positions or move on to the next question.

Seventy two positions were reported in this survey. Like positions are clustered together for reporting in the aggregate. For example, all thirty nine positions titled clerk or assistant are reported together, as are the three positions with a systems or computing focus. Apart from the nine assistant law librarians (whose primary duties probably vary widely), seven additional librarian positions were reported. Since assistant law librarians may have administrative or managerial responsibilities, those positions are reported separately from other librarian roles.   There is significant variation in salaries, partly attributed to years of service and degrees.

Salary surveys from the American Association of Law Libraries and the Special Libraries Association may offer more data from which to draw conclusions and make decisions about degree requirements and salary.

Director/Law Librarian

Thirty three respondents reported a position titled the head law librarian or director or chief administrator. Twenty of those positions are full-time and thirteen are part-time. Note that salary figures are reported separately for full-time and part-time but we acknowledge that both full-time and part-time hours per week vary so this may not offer an accurate hourly wage, for example.

Degree held:		*Years of Service:*		*Salary (full-time):*	
MLS/MLIS:	11	High:	36	High:	$97,000
BA/BS:	4	Low:	2	Low:	$29,446
Other:	4	Average:	17.75	Average:	$53,119
JD:	3	Median:	16.25	Median:	$54,226
No degree:	3				
JD/MLS:	2				

				Salary (part-time):	
Paralegal:	2			High:	$35,880
Associates:	2			Low:	$ 4,000
No response:	2			Average:	$16,738
				Median:	$18,333

Assistant Director/Law Librarian

Nine positions were reported with titles like assistant director or assistant law librarian.

Degree held:		*Years of Service:*		*Salary (full-time):*	
MLS/MLIS:	2	High:	37	High:	$43,488
Associates:	2	Low:	<1	Low:	$29,994
Paralegal:	1	Average:	11.6	Average:	$37,760
Other:	1	Median:	13	Median:	$38,779
No degree:	3				

Salary (part-time):	
High:	$8,000
Low:	$6,000
Average:	$7,009
Median:	$7,026

Other Librarians

Seven librarian positions, all full-time, were reported, apart from directors and assistant directors.

Degree held:		*Years of Service:*		*Salary (full-time):*	
JD/MLS:	1	High:	28	High:	$65,540
MLS/MLIS:	2	Low:	2	Low:	$28,262
BA/BS:	1	Average:	15.5	Average:	$40,643
Associates:	1	Median:	22	Median:	$40,822
No degree:	2				

Systems/Computer Specialist

Three positions were reported with an emphasis on systems or technology.

Degree held:		*Years of Service:*		*Salary (full-time):*	
MLS/MLIS:	1	High:	30	High:	$52,070
BA/BS:	1	Low:	4	Low:	$50,135
No degree:	1	Average:	17	Average:	$51,103
		Median:	17	Median:	$51,103

Salary (part-time):	
	$14,645

Finance/Bookkeeper

Three positions were reported with a focus on finance, accounting, or bookkeeping.

Degree held:	*Years of Service:*	*Salary (full-time):*

BA/BS:	2	High:	18	High:	$38,448
Associates:	1	Low:	2	Low:	$24,780
		Average:	10.6	Average:	$31,614
		Median:	12	Median:	$31,614

Salary (part-time):
$17,896

Library Assistant/Clerk

Seventeen assistant and clerk positions were reported, fourteen full-time and 3 part-time.   This summary includes assistants regardless of specific area of responsibility. Besides the popular title, library assistant, titles include public and technical services assistants, file clerk, and acquisitions clerk, for example. Some fields were left blank for years of service and salary.

Degree held: | | *Years of Service:* | | *Salary (full-time):* |
|---|---|---|---|---|---|
| MA: | 1 | High: | 25 | High: | $44,345 |
| BA/BS: | 7 | Low: | 1 | Low: | $21,622 |
| BA/paralegal: | 1 | Average: | 10.4 | Average: | $32,260 |
| Other: | 3 | Median: | 11.5 | Median: | $32,659 |
| No degree: | 5 | | | | |

Salary (part-time):
High:	$9,360
Low:	$5,460
Average:	$7,410
Median:	$7,410

BENEFITS

31. Does your library provide benefits to its employees? Please check all that apply.   R=30
With eight libraries reporting an FTE <1.0, it seems likely that respondents reporting no provision of benefits are largely those in counties that do not provide benefits to part-time employees. Eighty per cent of respondents have some professional development funding, while fewer than seventy per cent have medical insurance.

A question for follow up with county law library employees with minimal benefits: Is this in line with county policy for other county employees working the same number of hours? If not, further review may be needed.

Does your library provide benefits to its employees? Please check all that apply.
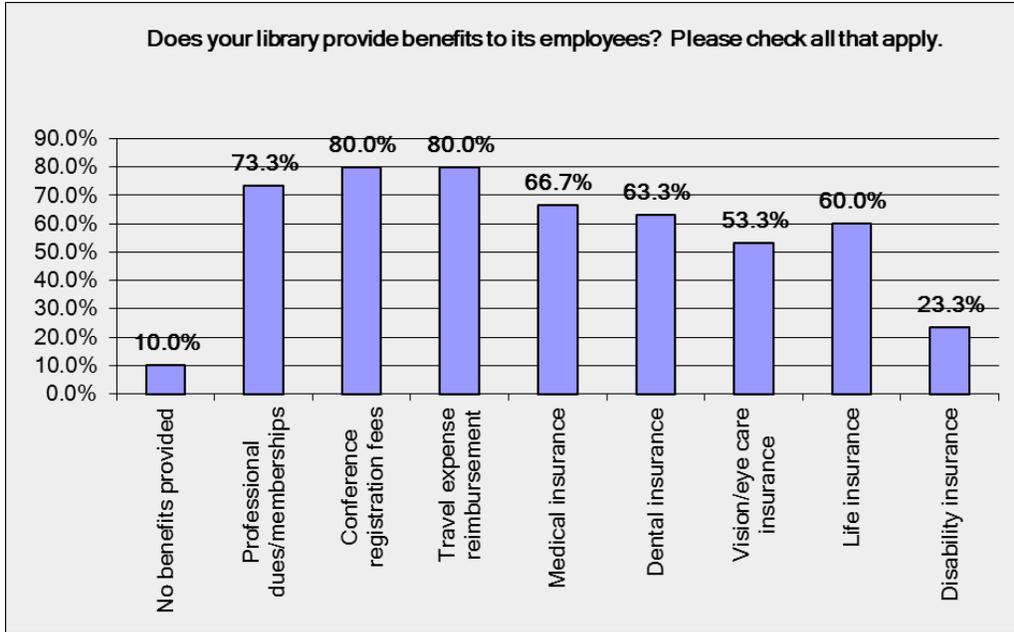
32. If medical insurance is provided to your employees, please indicate the employees' portion of the premium. Please enter it as a percentage.   R=32

Eleven respondents, or 34.4%, reported that medical insurance is not provided. Twenty one respondents provided information about the employee's portion of the premium.   Three of those responses were not calculable, as they were not reported as a percentage.

High: 25%
Low: 3%
Average: 7.67%
Median: 10%

FACILITIES

33. Please answer these questions about library hours. Just enter the number of hours as a number, like 40, for example.   R=33
All respondents offer hours to the public and, in most cases, those hours mirror or come close to the full hours of the library.

In a typical week, how many hours is your library open to the public?   Average: 30.7   Median: 35
In a typical week, how many hours is your library staffed?   Average: 33.6   Median: 40

34. Is your library open any evening hours?   R=33
Yes: 0
No: 33

35. Is your library open any weekend hours?   **R=32**
Yes: 0
No: 32

36. Does your library provide 24/7 or after-hours on-site access?   **R=33**
No: 12
Yes: 21

Please specify the patron groups that were allowed after-hours or 24/7 access: **R=21**
There is some overlap in these groups. For example, members are probably local attorneys.
Local attorneys/members of the local bar association: 19
Judges and magistrates: 15
Members: 1
County personnel: 4
Prosecutor: 1
Public defender: 2
Elected officials: 2

37. If you provide after-hours on-site access, how is access permitted?   **R=31**
Not applicable: 10 (32.3%)
Keys: 12 (38.7%)
Card swipe: 7 (22.5%)
ID/guard authorization: 1 (3.2%)
Other (please specify):   5 (16.1%
"Other" included key fob, key pad, or guard access, essentially covered above.

38. Do you provide 24/7 or after-hours remote access to online resources?   **R=33**
Yes: 13
No: 20
Eleven respondents noted the kinds of resources available after-hours. They included Lexis (6), Loislaw (4), HeinOnline (1), LegalTrac (2), EBSCO (2) legal information databases (unspecified) (2), research guides (1), free online material (1), Westlaw (1), Gale (1), Indexmaster (1), and O. Jur. 3d on CD (1).

39. Where is your library located?   **R=33**
County courthouse: 21 (63.6%)
County building adjacent to courthouse: 10 (30.3%)
Bar association: 0
Private office space: 0
Other: 2 (6.1%)
"Other" included county administration building and county building two blocks from courthouse.

40. What is your library's total square footage? Please report as a number, for example, 8,000 sq. ft.
                                                                                          R=30
High: 21,880 sq. ft.
Low: 500 sq. ft.
Average: 4,572 sq. ft.
Median: 3,500 sq. ft.

41. In comparison to 2010, is your library's square footage: **R=33**
The survey did not ask about the circumstances of a change in size. It would be useful to know if the three decreases came about voluntarily or forced and what the perception of the result is.
An increase in size: 0
A decrease in size: 3 (9.1%)
No change: 33 (90.9%)

42. Do you consider your library space adequate?   **R=32**
Yes: 31 (96.9%)
No: 1 (3.1%) What amount of additional square footage would be adequate?   800 sq. ft.

43. Is your library accessible by people with physical disabilities?   **R=33**
Yes: 26 (78.8%)
Partially: 7 (21.2%)
No: 0
Please indicate how your library accommodates people with physical disabilities:
Features and services reported include elevator, ramps, and first floor access, accessible adjacent parking, sufficiently wide aisles, accessible rooms and tables, no stairs, computer applications and headphones, accessible restrooms with handrails, and staff who will assist. Several respondents noted that some areas of the library, like upper level stacks, are inaccessible by wheelchair.

PATRONS SERVED

44. Do you have any restrictions on use of the library? Check all that apply: **R=32**
Most respondents (81.2%, 26R) reported some restrictions on use of the library. Of the 32 respondents who answered this question, 50% (16R) reported the restriction that they were not open to the public unless staffed, and 43.8% (14R) reported the restriction that they provided different levels of service to patrons depending on user type. The most common restrictions specified in the "other" category were that the public was not afforded borrowing privileges (9%, 3R) and had restricted or no access to computers (6%, 2R). 18.8% (6R) reported no restrictions on use. No one reported that the library was not open to the public at all.

45. If your library offers an annual subscription for services, in 2012 was the total number of subscribers up, down or level from the prior year?   **R=33**
Most respondents among the 33 who answered this question reported no annual subscription for services (78.8%, 26R). Of the remaining 21.2% (7R) who do have annual subscriptions:
- 3% (1R) reported that total subscriptions were up from the prior year in 2012;
- 12.1% (4R) reported that subscriptions were down; and,
- 6.1% (2R) reported that subscriptions remained level.

46. If your library offers an annual subscription for services, what is your annual fee?   **R=32**
Most respondents reported no annual subscription fee. Of the 32 respondents, 78.1% (25R) replied N/A, presumably indicating that no annual subscription exists for those libraries, or, if there is a subscription, there is no fee charged. 21.9% of respondents (7R) reported that they charged a fee for their annual subscription. The fee reported by the seven respondents are:

- High: $180
- Low: $20
- Median: $100

SERVICES

47. Which of the following services do you provide to the public, to government officials, and to other patron types?   **R=33**
Among the 33 respondents to this question the only service provided by all to any user group was photocopy machines. 100% of respondents (33R) reported providing this service to government patrons, 81.8% (27R) reported providing it to other patron types and 78.8% (26R) reported providing it to public patrons.

In line with the statutory obligation, respondents reported that government patrons were the user type for which they provided the most services. Across all service categories, government patrons either comprised the largest user group for each service or tied with other groups, with the notable exceptions of internet training, computer skills training and open online where other user types had more users, and notary, where public patrons were in the majority.

For <u>government patrons</u>, some of the other most common services included:
- Loan of circulating materials (90.9%, 30R)
- Word processing (81.8%, 27R)
- Internet access (81.8%, 27R)
- Reference services (78.8%, 26R)
- Document delivery (75.8%, 25R)
- Emailing by patrons (72.7%, 24R)
- Westlaw use on-site (72.7%, 24R)
- Lexis use on-site (66.7%, 22R)
- Staff-provided photocopying (66.7%, 22R)
- Faxing by patrons (66.7%, 22R)
- Westlaw training (63.6%, 21R)
- WiFi (63.6%, 21R)
- Interlibrary loan borrowing (60.6%, 20R).

These are also the most common services for <u>other patron types</u>, which include attorneys (8R), bar association members (8R), members/subscribers to the law library (6R) and incarcerated individuals (1R).

The most common services for <u>public patrons</u>, other than photocopy machines, included:
- Reference services (78.8%, 26R)
- Staff-provided photocopying (66.7%, 22R)
- Internet access (54.5%, 18R)
- Word processing (48.5%, 16R)

- Westlaw use on-site (45.5%, 15R)
- Notary (45.5%, 15R).

No respondents provided the following services to <u>public patrons</u>:
- Loan of circulating materials
- Remote/offsite access to Lexis and/or Westlaw
- Videoconferencing
- Skype
- Projector
- Anatomical displays
- Off-site access to CD-ROMs
- Off-site access to online databases other than Lexis or Westlaw
- Special equipment for check-out or use in the library.

These services were all provided to both government and other patron types by some respondents, although numbers varied greatly. For example, the greatest disparity between services provided based on user type was for loan of circulating documents, with 90.9% providing this service to government patrons, 66.7% providing it to other patron types and no respondents providing it to public patrons. Other services that were not offered to public patrons, however, such as videoconferencing, were only offered to government and other patrons by 6% (2R) and 3% (1R), respectively.

FEES FOR SERVICES

48. Which of the following services do you charge patrons for (besides the patrons your library is statutorily required to serve)? Please check all that apply.   **R=33**
Most respondents (84.8%, 28R) reported charging a fee for at least some services. Of the 33 total respondents, 78.8% (26R) reported that they charge fees per-use of printers, copiers and faxing. This was by far the most common area of fee for service charges. The next most common areas were document delivery, with 18.2% (6R) of respondents reporting charging fees for this service, and an annual comprehensive fee for enhanced service, with 15.2% (5R) of respondents reporting this as a fee for service charge. Additionally, 15.2% (5R) reported that they charged no fees for services, and no respondents charged a daily use fee. Some of the "other" services for which respondents charged patrons included videoconferencing (1R) and charges related to printing and/or copying (2R).

PRIVATE LAW LIBRARY ASSOCIATION

49. Does your private law library association still exist?   **R=30**
Yes: 16 (53.3%)
No: 14 (46.7%)

50. Please describe briefly your private law library association's relationship to the library.   **R=16**

Financial support (6), help, generally (2), purchase materials (1), shared staffing, director (1), maintenance of property insurance (1), some overlap in board (1), joint operation of the library (1), and provision of 24/7 access (1).

51. When your private law library association ceased to exist, what happened to its funds?   R=18

It had no remaining funds:	1 (5.6%)
It gave its funds to the county law library fund.	9 (50%)
It gave its funds to the bar association.	0
It gave its funds to legal aid.	0
Other:	7 (38.9%)

"Other" included bar association foundation, association became a 501(c)(3), and community foundation.

TECHNOLOGY

52. If you are using library automation software or an integrated library system, please list the vendors, suppliers, or brands.   R=21

These responses suggest that nearly a third of Ohio's staffed county law libraries do not use an integrated library system. However, the average and median number of public computers per library is four. Half of the libraries with computers are on a county network and have some level of county technical support. Lastly, it is refreshing to know that over half of the responding libraries have websites. This demonstrates an appreciation of the communication and information sharing benefits of a website, but it also acknowledges a gap and room for COCLL assistance and/or shared resources.

The automation systems or ILS brands used by respondents are:

Library World	7 (33%)
EOS	4 (19%)
SIRSI	2 (10%)
SydneyPlus	2 (10%)
Puritas Springs	1 (5%)

Five libraries responded N/A or None, which accounts for the remaining responses.

53. How many patron computers does your library have?   R=33

Two respondents reported no available patron or public computers. The reporting libraries have a total of 136 computers for patron use.

High:	12
Low:	0
Average:	4.12
Median:	4

54. Please answer YES or NO to the following questions: R=33

	YES	NO
Are your library's computers on the county's network?	15 (45.5%)	18 (54.5%)
Does your county provide your library with technical support?	22 (66.7%)	11 (33.3%)
Do you contract out library technical support?	14 (42.4%)	19 (57.9%)
Have you made hardware or software purchases, past 1-2 years?	23 (69.7%)	10 (30.3%)
If yes, were those purchases paid for by the county?	1 (4.2%)	23 (95.8%)

Do you pay an employee primarily tasked with tech support?	5 (15.6%)	27 (84.4%)
Does your library have a website?	19 (57.6%)	14 (42.4%)

INFORMATION RESOURCES

55. Do you have a written collection development plan or policy that designates what subject areas and types of materials and formats your library will collect? **R=32**

Not only do many of the county law libraries lack a collection development policy, the issue also resonated as a topic on which the COCLL might provide assistance or a model.

Yes: 8 (25%)
No: 24 (75%

56. Does your library collect any of the following material types? Check all that apply. **R=22**

Several respondents noted that their libraries' material for other states is either very limited or comes largely through their online legal information sources. Although this was not asked, it is likely that some of the respondents purchase for the states which they border. The survey did not ask about a decline in collection size or the types of discarded resources. There is no statewide effort currently to coordinate deselection or to maintain copies of last resort in state. It appears that quite a few libraries are taking advantage of the OSBA CLE offer. Also, the small number of libraries offering e-books currently suggests that a consortium offer might be well-received if affordable, given the burgeoning use of e-books, generally, by legal professionals and the general public. Or it's possible that it reflects a lack of interest.

Foreign materials	0
States other than Ohio	15 (68.2%)
CD-ROM	15 (68.2%)
Special collections	4 (18.2%)
CLE materials	14 (63.6%)
Audio – podcast, MP3	0
E-books	3 (13.6%)
DVDs	5 (22.7%)

Other materials retained by some respondents include older audiovisual formats and anatomical models.

57. Is your library paying for legal information materials for other county offices out of the county law library fund? (In other words, is the library itself paying the bills and absorbing the costs for other offices?) **R=33**

Responses to this question show that, while libraries have no statutory obligation to purchase materials our of library funds for use in other county offices, the practice is fairly common, due to historic practice, a sense of obligation, or the availability of sufficient funds. The survey did not explore this sufficiently to draw a conclusion.

Yes, we are paying the bills.	12 (36.4%)
No, the offices pay the bills themselves or reimburse the law library.	9 (27.3%)
Not applicable; we are not buying materials for other county offices.	12 (36.4%)

58. Has ORC §307.51(G), requiring that county offices seek approval of the CLLRB for the purchasing, licensing, etc. of legal information resources, created the anticipated cost savings or efficiencies of operation in your county?   **R=30**

Yes: 11 (36.7%)

No: 19 (63.3%)

It should be noted that there is a correlation between the YES responses to questions 57 and 58, suggesting that libraries engaged in the practice of purchasing on behalf of other county offices, whether covering the costs or not, are experiencing cost savings or efficiencies. However, the survey did not thoroughly address reasons that libraries are not purchasing for other county offices, whether reimbursed or not.

Comments included the following: other county offices are benefitting from library or quantity discounts, this is a service the library has always provided, county offices do not seek CLLRB approval nor does any office seek to enforce that requirement. One respondent noted that an amount is set each year and individual requests are approved until the cap is reached.

59. Does your library offer Lexis access? If yes, please answer the following questions. Do not include the costs or number of IDs for other county offices.   **R=21**

It is difficult to tell if variations in library costs are a factor of inconsistent reporting (such as reporting a monthly cost instead of the requested annual cost) or if there are really widely divergent annual costs.

If your library has patron access to Lexis, how much did you spend for that in 2012?

High: $60,720

Low: $2,500

Average: $15,305

Median: $9,954

If your library has patron access to Lexis, how many computers do you have with patron access?

High: 8

Low: 1

Average: 3.17

Median: 3

If your library has staff/government access to Lexis, how much did you spend for that in 2012?

High: $84,000

Low: $3,318

Average: $19,174

Median: $12,695

If your library has staff/government access to Lexis, how many users do you pay for (whether IP or seats)?

High: 30

Low: 1

Average: 9.8

Median: 5.5

60. Does your library offer Westlaw access? If yes, please answer the following questions. Do not include the costs or number of IDs for other county offices.   **R=21**

It is difficult to tell if variations in library costs for Westlaw are a factor of inconsistent reporting (such as reporting a monthly cost instead of the requested annual cost) or if there are really widely divergent annual costs.

If your library has patron access to Westlaw, how much did you spend for that in 2012?
High: $83,048
Low: $7,066
Average: $34,008
Median: $28,410

If your library has patron Westlaw, how many computers do you have with patron access?
High: 8
Low: 1
Average: 3.6
Median: 4

If your library has staff/government access to Westlaw, how much did you spend for that in 2012?
High: $94,164
Low: $1,440
Average: $26,645
Median: $18,160

If your library has staff/government access to Westlaw, how many users do you pay for (whether IP or seats)?
High: 77
Low: 1
Average: 14
Median: 3

CONSORTIUM

61. How satisfied are you with the work of the statutorily-created Consortium of County Law Library Resources Boards? **R=29**
Very satisfied: 17 (58.6%)
Somewhat satisfied: 9 (31%)
Somewhat dissatisfied: 1 (3.4%)
Very dissatisfied: 2 (6.9%)

62. What suggestions do you have for the Consortium for the provision of services, resources, or negotiations? Check all that apply. **R=30**

Additional discounts on database licenses:	25	(83.3%)
An information resource to answer my questions:	14	(46.7%)
Collection development guidelines:	14	(46.7%)
Pocket part exchange:	14	(46.7%)
Discounts on supplies:	13	(43.3%)
Training:	13	(43.3%)

More grants:	13	(43.3%)
Online research guides:	13	(43.3%)
Interlibrary loan:	12	(40%)
Other:	12	(40%)
Consulting services:	7	23.3%
Video tutorials for staff:	4	(13.3%)
Processing services (labels, covers, etc.)	2	(6.7%)

Other suggestions included discounts on additional print materials, guidance on pocket part exchange and interlibrary loan, book restoration, income stream verification and enforcement, partnerships with other consortia like OhioLINK, OhioNet, and NELLCO, more grants, collective purchase and payment for other databases statewide such as HeinOnline, integrated interlibrary loan and collection development, online research guides for pro se litigants, statewide marketing of law library resources, statewide collection of annual statistics, help with grant applications, and assistance with cataloging books.

COMMENTS

The only additional comments at the end of the survey were clarifications of earlier responses.

ACKNOWLEDGEMENTS

This survey, administered biennially, is long and complex. We are grateful to the librarians who made time to complete it. It is tremendously helpful to know how one's library stacks up and what the opportunities might be for consortium initiatives, for revenue generation, for enhanced services, and more.

The team that created and administered the survey included Angela Baldree, Kathleen Dugan, Judith Gill, Mary Jenkins, Ardis Stein, and Ron Vest. The team that reviewed responses and summarized them here with some commentary included Mary Jenkins, Lauren Morrison, Ardis Stein, and Ron Vest. We acknowledge that there is much more comparative analysis that might have been done and more cross-tabulation of responses. Should anyone in the COCLL wish to do additional analysis for the good of the whole, please contact us. We hope that this report proves useful to the reader.