

OHIO COUNTY LAW LIBRARY SURVEY

1/1/2016

SURVEY RESULTS

The survey of Ohio county law libraries reports on staffing, revenue, expenditures, governance, technology, print collections, electronic resources, marketing, and facilities. The survey was administered in summer 2016. The findings and analysis presented here were authored in October 2016.

Ohio County Law Library Survey

A REPORT ON THE SURVEY RESULTS 2016

INTRODUCTION

The prior most recent Ohio county law library survey was conducted in 2013. Six years into the new governance model, with a statutorily created consortium of county law libraries and locally appointed county law library resources boards, and with quite a few new library directors in the state, it was time to take stock again. We report here on the state of Ohio's county law libraries to inform the work of the Consortium as well as the management of our individual libraries.

Survey responses are based on libraries' 2015 finances, statistics, staffing, etc., unless the questions otherwise indicate. Forty six people responded to the survey. Most respondents completed the survey but the number of responses varies by question. You will see the total number of responses for each question recorded like this: R=35, indicating that 35 people responded to a particular question. Individual comments are summarized in the narrative rather than appended.

The survey was long and complex. We are grateful to the librarians who took the time to complete it. We hope that readers will find it useful to know how one's library compares to others across Ohio. The Consortium of Ohio County Law Libraries and individual libraries should be able to identify opportunities for consortium initiatives and cost savings, for revenue generation, for new and improved services, and other enhancements.

The team that created, administered, and summarized responses hopes that this report proves useful. If you are interested in discussing the survey or in conducting additional comparative analysis for the benefit of the whole, please contact us.

Amber Barnhart, Summit County Law Library
Kendel Croston, Stark County Law Library
Kelly DelVecchio, Erie County Law Library
Melinda Guerra, Darke County Law Library
Mary Jenkins, Hamilton County Law Library
Susan McGrew, Mahoning County Law Library
Ron Vest, Columbiana County Law Library

FUNDING AND FINANCES: STATUTORY

Q1 What was your library's statutory revenue for the past two years? Please report it as a total dollar amount. **R=41**

2014

Of the 41 responses, the statutory revenue was:

- High: \$983,842
- Low: \$ 31,485
- Average: \$234,334
- Median: \$149,166

14 respondents (34%) reported statutory revenue below \$100,000.

16 respondents (39%) reported statutory revenue of \$100,000 to \$300,000.

6 respondents (15%) reported statutory revenue of \$300,000 to \$500,000.

5 respondents (12%) reported statutory revenue over \$500,000.

2015

Of the 41 responses, the statutory revenue was:

- High: \$1,155,799
- Low: \$ 28,000
- Average: \$ 228,693
- Median: \$ 138,730

13 respondents (32%) reported statutory revenue below \$100,000.

18 respondents (44%) reported statutory revenue of \$100,000 to \$300,000.

5 respondents (12%) reported statutory revenue of \$300,000 to \$500,000.

5 respondents (12%) reported statutory revenue over \$500,000.

Difference between 2014 and 2015

14 (37%) respondents reported an increase in statutory revenue between 2014 and 2015.

5 respondents reported an increase between \$600 and \$5,000.

5 respondents reported an increase between \$5,000 and \$10,000.

2 respondents reported an increase between \$10,000 and \$20,000.

2 respondents reported an increase between \$20,000 and \$30,000.

0 respondents reported an increase between \$30,000 and \$40,000.

0 respondents reported an increase between \$40,000 and \$50,000.

1 respondent reported an increase of over \$170,000.

1 (2%) respondent reported exactly the same income for 2014 and 2015.

25 (61%) respondents reported a decrease in statutory revenue between 2014 and 2015.

4 respondents reported a decrease between \$20 to \$5,000.

3 respondents reported a decrease between \$5,000 to \$10,000.

8 respondents reported a decrease of \$10,000 to \$20,000.

2 respondents reported a decrease of \$20,000 to \$30,000.

5 respondents reported a decrease of \$30,000 to \$40,000.

0 respondents reported a decrease of \$40,000 to \$50,000.

3 respondents reported a decrease of \$50,000 to \$62,000.

Q2 If your statutory revenue was down in with 2014 or 2015, what measures have you taken to reduce expenses? Please check all that apply. R=42

Note that, while 13 respondents said this question was not applicable, due to no reduction in revenue, 24 respondents, nearly 83% of respondents for whom the question was applicable, had to cancel titles, as compared to 69% in 2013. 31% leaned on grant funding. One respondent reported a general fund appropriation as compared to none in 2013, but this question only applies to libraries for which revenue was down. In Q4, we see that four libraries received general fund monies. In 2013, one library reported a reduction in staff, whereas 3 libraries reported a staff reduction in 2016. And in 2013, no libraries mentioned increasing or adding charges for services but four respondents noted charges for services in 2016.

Cancel titles	24
Not applicable	13
Apply for grants	9
Supplement with private funds	5
Other	4
Reduce staff	3
Increase annual dues	3
Increase charges for services	2
Supplement with the County's General Fund	1
Solicit donation	0

The other responses included using surplus funds from the previous year, renegotiating contracts, creating a CLE for income, and adding an annual fee.

Q3 Do you think that your library is receiving all the revenue it is due from statutorily mandated court, traffic, and liquor fines and penalties? If no or unsure, please include a comment to explain your answer. R=45

In 2013, 62.2% of respondents said they were unsure about or don't think they were receiving all of their statutorily mandated fines and penalties funding. In 2016, 36% gave that response. It's conceivable that COCLL training, begun in 2014, alleviated uncertainty and prompted reviews with Clerk's offices.

Yes	26 (58%)
No	3 (7%)
Unsure	16 (36%)

There were twelve comments. Nine respondents stated that they were unsure if they are receiving all the fines and penalties because there are no checks and balances/ ways to verify that the court distribution is correct. Two respondents commented that they did not believe they were receiving all the funds due to large fluctuations in revenue. One respondent stated that he or she believed there was an issue with the clarity of the pay-in flow chart and the auditors did not verify the amounts. Another respondent stressed that it was very difficult to get the money.

Q4 Did your library receive an appropriation from the county's General Fund in either of the last two years? R=44

This is an increase of one library reporting a general fund appropriation since the 2013 survey.

Yes	4 (9%)
No	40 (91%)

There were five comments. Two received money from the general fund. One was to fulfill budget requests, and the other library received money without any restrictions. One library received a Westlaw reimbursement, and a library used surplus funds from previous years. The final comment reflected some dismay with the idea of the county giving money and simply said "and never will."

Q5 What services or items is your county charging your county law library for? Please check all that apply. R=40

It is acceptable for a county to charge libraries some fees as long as that does not include rent, utilities, centralized or support costs, or indirect costs (see [Attorney General Opinion 2010-001](#)) and if acceptable fees are charged fairly and proportionally across county offices. Libraries that are charged fees might check on the circumstances.

We are not charged for any services or items from the county	21
Telephone services	11
Technology support services	10
Postage	9
Internet	6
Email	3
Utilities	1
Cleaning services	1
Accounting system or financial services	1
Rent	0

Comments added to responses to this question included the following:

- A portion of insurance coverage
- They send us bills but we don't pay them and that is ok by them
- We pay our share of a virus protection to the county
- Payroll

Q6 How satisfied are you with the support that your county's offices provide the law library? R=45

As compared to the 2013 survey responses, a higher percentage of respondents are very satisfied now (47.2% in 2013) and somewhat satisfied (25%). Fewer respondents are very dissatisfied (11.1% in 2013). We look to the comments for a sense of the reasons for dissatisfaction.

Very satisfied	25 (56%)
Somewhat satisfied	15 (33%)
Somewhat dissatisfied	4 (9%)
Very dissatisfied	1 (2%)

Five comments all conveyed a sense of feeling underappreciated or that the library is a department that is ignored. One comment stated that the respondent believes that the commissioners want the library's funding. One comment stated that IT charges were too high.

Q7 List any library-specific findings by the State auditor in your county's most recent audit. R=44

As in 2013, no respondents reported findings associated with the state audit.

Not applicable	45 (95%)
Please list findings in comments	2 (5%)

The two that commented said there were no known issues or that the library was completely ignored. Therefore, it appears that there were no library-specific findings by the State Auditor in any County.

Q8 Does your library receive any county-collected or court-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 court fees or a local court fee that goes directly to the library.)

R=45

42 (93%) – No

3 (7%) – Yes. Please explain.

The three responses were “clerk of court fees,” “a small portion of non-drug case money from clerk of courts,” and “small portion from clerk of courts for non-drug cases”, all of which may be statutorily-mandated fines and fees. This would require follow up to be certain. This is similar to the 2013 response.

Q9 Other than statutory income what was the amount of your library’s 2015 revenue from all other sources, if any? Please answer with a dollar amount, or 0 if none.

R=46

9 respondents reported \$0, as was the case in 2013.

6 respondents reported amounts between \$300 and \$1,000.

4 respondents reported amounts between \$5,000 and \$10,000.

(Note that, in 2013, 15 respondents reported some additional income up to \$10,000.)

7 respondents reported amounts between \$10,000 and \$20,000.

5 respondents reported amounts between \$20,000 and \$30,000.

1 respondent reported an amount between \$30,000 and \$40,000.

2 respondents reported amounts between \$40,000 and \$50,000.

2 respondents reported amounts between \$150,000 and \$200,000.

1 respondent reported over \$300,000.

(Note that in 2013, 6 respondents, the same as in 2016, reported additional income in excess of \$30,000.)

Q10 What were your sources of revenue in 2015, besides statutory income? Check all that apply.

R=43

Not applicable	8
Annual subscriber fees	15
Research services	0
CLEs	3
Advertising	0
Sale of equipment or furnishings	2
Investment income	0
Sale of withdrawn materials	6
Document delivery	2
Photocopying	21
Printing	16
Faxing	10
Notary fees	4
Interest earned	0
Rental of library space	4
Bar association contribution	2
Private law library association contribution	4
Donations, monetary gifts from individuals	2
Grants	12

Libraries reported other sources of revenue that included refunds for overpayment, reimbursements for legal resources, general fund appropriation, video conferencing, sales of flash drives and blank CDs,

library space rental (meeting rooms), publisher refunds for cancellation, local bar association payments for the Librarian's secretarial services, and grants from the Consortium.

Q11 Overall, was your library's 2015 spending higher, lower, or about the same as 2014? R=40

Most of the law libraries are spending about the same or higher than they were in 2014.

Higher	12	30%
Lower	9	23%
About the same	19	48%
Don't know	0	

Q12 How much did your library spend in 2015 for each of the following items? Please answer with a dollar amount. R=39

For comparative purposes, we have included 2012 spending data from the 2013 survey. Amounts listed in these charts are the total amount spent by responding libraries in each of these expense areas.

2015		2012	
Salaries	(R=39)	Salaries	(R=31)
High	\$308,647	High	\$384,469
Low	\$0	Low	\$0
Lowest with compensation	\$3,000	Lowest with compensation	\$5,060
Average	\$61,977	Average	\$74,615
Median	\$28,266	Median	\$32,539

2015		2012	
Benefits	(R=39)	Benefits	(R=31)
High	\$117,388	High	\$120,141
Low	\$0	Low	\$0
Lowest with benefits	\$479	Lowest with benefits	\$756
Average	\$21,691	Average	\$25,584
Median	\$8,173	Median	\$12,654

2015		2012	
Print Materials	(R=39)	Print Materials	(R=31)
High	\$342,000	High	\$312,699
Low	\$0	Low	\$0
Average	\$99,716	Average	\$109,086
Median	\$70,000	Median	\$85,469

2015		2012	
Electronic Materials	(R=39)	Electronic Materials	(R=31)
High	\$324,843	High	\$189,000
Low	\$0	Low	\$0
Average	\$67,897	Average	\$70,057
Median	\$38,911	Median	\$55,366

2015		2012	
Furniture (1 library purchased)	(R=36)	Furniture	(R=27)
High	\$15,570	High	\$5,836
Low	\$0	Low	\$0

Average		Average	
Median		Median	

2015 (30 libraries purchased)		2012	
Computers & Technology	(R=39)	Computers & Technology	(R=29)
High	\$56,500	High	\$24,000
Low	\$0	Low	\$0
Average	\$5,866	Average	\$4,049
Median	\$1,141	Median	\$1,800

We compared 2012 spending to 2015 in each category in order to demonstrate any changes. Total spending on salaries decreased since 2012. There was a reduction of \$75,000 from 2012 to 2015 on the highest amount spent on salaries and a \$4,000 reduction in the median. Total benefits expenses also decreased by a smaller, but proportional, amount.

Spending on print materials also decreased since 2012. Although the highest amount spent on print materials increased from 2012 to 2015, the average and median spending on print materials did drop over the past several years, as the chart above demonstrates.

With a growing trend, or at least a perceived trend in favor of electronic resources, we would expect spending on print resources to decrease significantly. However, the total amounts spent on print did not decrease that dramatically from 2012 to 2015. The highest amount spent actually increased by almost \$30,000. The average and median decreased by \$9,370 and \$15,469, respectively. Electronic spending increased for the highest by \$135,843. However, average spending and median spending decreased by \$2,160 and \$16,455, respectively. Perhaps the decrease in electronic materials can be accounted for as librarians being more selective of the titles or databases they are providing due to decreasing revenue. Another explanation could be a marked preference by library users for print materials since the overall spending on print is much higher than the electronic spending.

Q13 What was your total collection development expenditure in 2015? (All spending on print, electronics, and AV materials; in other words, all your information resources regardless of format.) Please answer with a dollar amount. R=39

High: \$590,199
 Low: \$4,339
 Average: \$163,237
 Median: \$105,800

1 respondent reported an amount below \$5,000
 10 respondents reported amounts between \$14,000 and \$50,000.
 7 respondents reported amounts between \$50,000 and \$100,000.
 9 respondents reported amounts between \$100,000 and \$200,000.
 4 respondents reported amounts between \$200,000 and \$300,000.
 6 respondents reported amounts between \$300,000 and \$440,000.
 2 respondents reported over \$500,000.

STAFFING

Q14 Since 2013, has your library's staff size changed?

R=42

There is no change in library staff size.	83.33%	35
Staff size has increased.	2.38%	1
Staff size has decreased	14.29%	6

Note that in 2013, six of thirty three respondents reported a decrease in staff size since 2010. We see another six libraries reporting a decrease in staff size in the current reporting period as well.

Q15 What is your library's current total full-time equivalent (FTE) staffing? Include yourself. Please enter as a number, taking into account full and part-time staff.

R=42

High:	6.7	Total employees fewer than 1:	14
Low:	0	Total employees 1-1.9:	16
Average:	1.61	Total employees=2-3.9:	8
Median:	1.0	Total employees-4+:	4

Q16-Q30 Please report the following staffing information for each position at your library in 2016.

R=41

Director/Law Librarian

Forty one respondents reported a position titled director or head librarian or chief administrator.

<i>Degree held:</i>		<i>Years of service:</i>		<i>Hourly rate of pay</i>	
MLS/MLIS:	13	High:	40	High:	\$47
BA/BS:	6	Low:	0.5	Low:	\$ 9
Other:	4	Average:	12.8	Average:	\$22
JD:	6	Median:	9	Median:	\$19.33
JD/MLIS:	1				
Paralegal:	2			<i>Hours worked per week</i>	
Associates:	3			High:	50
No response:	6			Low:	2
				Average:	28.7
				Median:	35

Assistant Director/Law Librarian

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

<i>Degree held:</i>		<i>Years of service:</i>		<i>Hourly rate of pay</i>	
MLS/MLIS:	3	High:	40	High:	\$19.87
BA/BS:	2	Low:	under 1	Low:	\$8.10
Other:	0	Average:	13	Average:	\$14.60
JD:	0	Median:	5	Median:	\$15.23
JD/MLIS:	0				
No degree:	0			<i>Hours worked per week</i>	
Paralegal:	0			High:	40
Associates:	0			Low:	10
No response:	0			Average:	30
				Median:	40

Other Librarians

Nine librarian positions were reported, apart from directors and assistant directors.

<i>Degree held:</i>		<i>Years of service:</i>		<i>Hourly rate of pay:</i>	
MLS/MLIS:	3	High:	31	High:	\$24.26
BA/BS:	1	Low:	2	Low:	\$18.25
Other:	0	Average:	11.77	Average:	\$21.18
JD:	0	Median:	6	Median:	\$21.39
JD/MLIS:	2				
No degree:	1			<i>Hours worked per week:</i>	
Paralegal:	0			High:	40
Associates:	0			Low:	25
No response:	2			Average:	36.9
				Median:	40

Systems/Computer Specialist

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

<i>Degree held:</i>		<i>Years of service:</i>		<i>Hourly rate of pay:</i>	
MLS/MLIS:	1	High:	33	High:	\$30.73
BA/BS:	1	Low:	28	Low:	\$25
Other:	0	Average:	30.3	Average:	\$27.91
JD:	0	Median:	30	Median:	\$28
JD/MLIS:	0				
No degree:	0			<i>Hours worked per week:</i>	
Paralegal:	0			High:	40
Associates:	1			Low:	35
No response:	0			Average:	36.7
				Median:	35

Finance/Bookkeeper

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

<i>Degree held:</i>		<i>Years of service:</i>		<i>Hourly rate of pay:</i>	
MLS/MLIS:	0	High:	24	High:	\$23.87
BA/BS:	2	Low:	8	Low:	\$17.05
Other:	0	Average:	15.33	Average:	\$20.46
JD:	0	Median:	14	Median:	\$20.46
JD/MLIS:	0				
No degree:	0			<i>Hours worked per week:</i>	
Paralegal:	0			High:	40
Associates:	1			Low:	24
No response:	0			Average:	33
				Median:	35

Library Assistant/Clerk

Twenty two assistant and clerk positions were reported. This summary includes all assistants, regardless of specific area of responsibility. Besides the popular titles, library assistant, other titles in this category include public and technical services assistants, file clerk, and acquisitions clerk, for example.

<i>Degree held:</i>		<i>Years of service:</i>		<i>Hourly rate of pay:</i>	
MLS/MLIS:	1	High:	28	High:	\$35
BA/BS:	6	Low:	0.1	Low:	\$8.77
Other:	1	Average:	8.45	Average:	\$16.04
JD:	0	Median:	4	Median:	\$15.53

JD/MLIS: 0
 No degree: 4
 Paralegal: 1
 Associates: 2
 No response: 7

Hours worked per week:
 High: 40
 Low: 1
 Average: 25.93
 Median: 29.5

BENEFITS

Q31 Does your library provide benefits to its employees? Please check all that apply. R=40

No benefits provided	30.0%	12
Professional dues/memberships	55.0%	22
Conference registration fees	60.0%	24
Travel expense reimbursement	65.0%	26
Medical insurance	52.5%	21
Dental insurance	47.5%	19
Vision/eye care insurance	47.5%	19
Life insurance	47.5%	19
Disability insurance	22.5%	9

Several comments referenced retirees' medical benefits through PERS, benefits being restricted to full-time employees, and the availability of flexible working hours if scheduled in advance.

Fourteen libraries reported less than one full-time equivalent employee which probably accounts, in large part, for the twelve libraries with no benefits at all since many counties don't provide benefits, or offer very limited benefits, for part-time employees. In 2013, 10% of respondents said that no benefits were offered. In 2016, 30% of respondents said that employees have no benefits. The 2013 survey showed 80% of respondents receiving some level of professional development funding so 2016 suggests a significant decrease in support for professional development. In 2013, approximately 67% of respondents reported medical insurance as a work benefit and that dropped to 52.5% in 2016. The 2016 survey shows what appears to be a notable reduction in all types of benefits.

Q32 If medical insurance is provided to your employees, please indicate the employees' portion of the premium. Please enter it as a percentage. R=37

Not applicable	19 respondents	(51.35%)
Applicable	18 respondents	(48.65%)
High	20%	
Low	7%	
Average	12%	
Median	12%	

FACILITIES

Q33 Please answer these questions about library hours. Just enter the number of hours as a number, like 40, for example. R=40

In a typical week, how many hours is your library open to the public?

High	47.5
Low	0

Average	29.4
Median	35

In a typical week, how many hours is your library staffed?

High	47.5
Low	3
Average	30.8
Median	35

As compared to the 2013 survey, our libraries' hours for the public are very close to the same, with a slight dip from 30.7 hours on average to 29.4 hours and no change to the median. Staffing is somewhat reduced, however, with 2013 respondents reporting an average of 33.6 staffed hours per week (or 40 hours median) to the 2016 levels reported above. In 2013, no libraries reported that they're not open to the public but in 2016, one library indicated no public hours.

Q34 Is your library open any evening hours? R=40

Two libraries reported some evening hours. Thirty eight reported no evening hours. In 2013, no libraries reported evening hours. We're not certain if these are staffed evening hours or simply after-hours access by people with that privilege. Still, it seems to represent a change.

Q35 Is your library open any weekend hours? R=40

Two libraries reported open hours on weekends as compared to no weekend hours in the 2013 survey. Again, this may reflect after-hours access but it does represent a change in responses.

Q36 Does your library provide 24/7 or after-hours on-site access? R=40

This survey reports an even split (20 yes, 20 no) for 24/7 or after-hours on-site access. This result is largely unchanged from 2013 except that there were more respondents in 2016 and more who reported no after-hours on-site access. After-hours access still appears to be focused on the same user groups and with the same distribution (bar association members, attorneys, judges, county personnel) as reported in the prior survey.

Q37 If you provide after-hours on-site access, how is access permitted? R=34

38.24% of respondents said this is not applicable to their libraries, but the rest of the respondents gave nearly identical responses in 2016 as were reported in the 2013 survey, with keys, keypad, and swipe cards as the primary tools for users to gain after-hours access.

Q38 Do you provide 24/7 or after-hours remote access to online resources? R=38

Yes	14
No	24

This response is largely unchanged from 2013, with a majority of law libraries still not providing 24/7 or after-hours access to online resources. Those who reported off-site, after-hours access to online resources listed Westlaw or Lexis (9), Fastcase (4), e-books, treatises (2), forms (1), periodicals (2), LibraryWorld (2), IntelliConnect (2), NCLC (1), HeinOnline (2), and EBSCO/NOLO books (1).

Q39 Where is your library located? R=40

While we did have more people respond to this survey question in 2016, there isn't much change in law library location. Twenty three law libraries are located in county courthouses with fifteen libraries in a

county building adjacent to the courthouse. One library is in a private office space (in space presumably paid for by the county) and one law library is located within the public library.

Q40 What is your library's total square footage? R=29

High	24,980
Low	170
Average	4,517
Median	2,646

The highest square footage is substantially higher than in 2013 and the smallest space is substantially smaller than that reported in 2013. The average is just about the same but the median square footage for law library space have dropped from 3,500 sq. ft. in 2013 to 2,546 in 2016.

Q41 In comparison to 2013, is your library's current square footage: R=40

An increase in size	1
A decrease in size	4
No change	35

In 2013, three libraries reported a decrease in size, with another four libraries noting a decrease since then.

Q42 Do you consider your library space adequate? R=40

Yes	37	92.5%
No	3	7.5%

In 2013, 96.9% of respondents considered their library space adequate and 3.1% of respondents were dissatisfied. This increase of two more dissatisfied libraries may suggest a problem or a trend.

Q43 Is your library accessible by people with physical disabilities? R=40

Yes	29	72.5%
Partially	10	25%
No	2	5%

These results show more concerns than seemed to exist in 2013 when nearly 79% of respondents described their space as accessible and no respondents said their library wasn't accessible.

USERS SERVED

Q44 If your library offers an annual subscription for services, in 2015 was the total number of subscribers up, down, or no change from the prior year? R=39

Most respondents reported that their library does not charge an annual subscription fee, 66.7% (26 respondents). Of the remaining 33.3% (13 respondents) who do have annual subscriptions:

- 10.3% (4R) reported that total subscriptions were up from 2014
- 12.8% (5R) reported that total subscriptions were down from 2014
- 10.3% (4R) reported no change in total subscriptions from 2014

In the 2013 survey there were 33 total responses, with the same number, 26, reporting no subscription fees. Of the remaining seven responses, there was one response reporting increased subscriptions (so this year's survey suggests an uptick in memberships or subscriptions), four reporting that subscriptions were down, and two that subscriptions had remained level.

Q45 If your library offers an annual subscription for services, what is your annual fee? R=36

For most respondents, 66.6% (24R), this question was not applicable. There were 33.3% (12R) who do charge fees. The annual fees are reported as:

High \$250
Low \$ 20
Median \$100

The low and median amounts are the same as they were in the 2013 survey, while the high in that survey was \$180.

SERVICES

Q46 Which of the following services do you provide to the public, to government officials, and to other user types? R=38

Overall, the services provided by the greatest number of respondents were photocopying (37R), internet access (33R), and word processing (33R). The reported number in the table below is the number of respondents who provide the service to each user type. The top ten services for each user group type are included in the table.

Service	Government Users	Public Users	Other User Types
Photocopy machines	36	32	26
Word processing	32	25	22
Internet access	32	25	23
Loan of circulating materials	30	3	21
Reference services	30	24	22
Document delivery	27	9	20
Westlaw use on-site	27	18	20

Service	Government Users	Public Users	Other User Types
Wireless internet service	27	20	21
Research services	25	9	20
Meeting room use	25	16	16
Scanners	21	17	16
Notary	16	16	14
Staff provided photocopying	23	18	17
Faxing by users	24	16	19
Emailing by user	27	18	20

While password access (17R) and offsite access to Lexis and Westlaw (11R), CD-ROMS (5R), and other databases (6R) are provided for government and other users, only one library provides password access to Lexis or Westlaw to public users, with no library providing offsite access.

In the 2013 survey, no respondents provided circulating materials to public patrons, but in this survey, three libraries provide this service to public patrons.

The number of libraries offering Lexis use on-site fell from twenty two in the 2013 survey to twelve in the 2016 survey. There was a slight increase in the number of libraries providing Westlaw use on-site from twenty four to twenty seven, but there were five more library responses in the 2016 survey. This seems to suggest a decrease in the availability of the mainstream legal research services in our libraries.

In 2016 there are twenty nine libraries offering wifi, while there were only twenty one libraries offering that service in the 2013 survey.

Only sixteen libraries listed interlibrary loan as an offered service in 2016, while in 2013 twenty libraries offered interlibrary loan. That is a sizeable decrease.

Services provided by just one or two libraries included Skype (to government and other users), chat reference (to all types of users), videoconferencing (government and other users), and Infotrac/Legaltrac (to government and other users).

Q47 For which of the following services do you charge users a fee? Please check all that apply.

R=39

Slightly over one-quarter, 25.6% (10R), of respondents charge no fees with the same number, 25.6% (10R), charging an annual comprehensive fee. Both of these categories doubled their numbers from the 2013 survey.

Of the libraries that do charge fees:

- The most common fees are for per-use printing from copiers and printers, and faxing (59%, 23R), which is fewer than the twenty-six libraries that reported in 2013 that they charged fees for these services.
- Notary fees are charged by seven libraries, (18%)
- Fees for CLEs are charged by six libraries (15.4%)
- Document delivery fees are charged by four libraries (10.3%)
- A few libraries charge for staff-delivered services such as reference and research (7.7%, 3R) and interlibrary loan (5.1%, 2R)
- Two respondents (5.1%) indicate they charge a daily use fee. In 2013, no respondents indicated a daily use charge.

PRIVATE LAW LIBRARY ASSOCIATIONS

Q48 Does your private law library association still exist?

R= 40

Yes: 15 (37.5%)

No: 25 (62.5%)

Note that in 2013, sixteen libraries reported that their private associations still existed and fourteen reported that the private association had ceased to exist. Ten more people responded in 2016 which seems to account for most of the change in this response.

Q49 If your private law library association ceased to exist, what happened to its funds? R= 36

Just over a third of the respondents (38.89% 14R) still have a private law library association. Just over a third of the respondents (38.89%, 14R) no longer have a private law library association, and said association gave its funds to the county law library fund. One fourth of the respondents (25%, 9R) said when the private law library association ceased to exist, funds were given to bar association or bar association foundation.

Not Applicable. It still exists: 14 (38.89%)

It has no remaining funds: 0

It gave its funds to the county law library fund: 14 (38.89%)

It gave its funds to the bar association or bar association foundation: 9 (25%)

It gave its funds to legal aid: 0

Other: 3 (8.33%)

- Gave funds to Community Foundation to award grants to law library
- In the process of merging with Bar Foundation
- The trust fund was retained by the bar assoc., the fines/fees balance remained in the county library fund

Q50 If your private law library association still exists, please describe its relationship to the law library. Skip this question if not applicable. R= 13

Positive answers were mostly financial support; Unsure/Neither positive nor negative response included minimal relationships, some meetings or contractual arrangement, and a recent association dissolution.

One negative response indicated a particularly hostile environment.

Positive 4

Unsure/Neither positive nor negative 8

Negative 1

TECHNOLOGY

Half of the 2016 respondents reported that their libraries use an integrated library system, the most fundamental access point to libraries' collections. Note that in 2013, two-thirds of the respondents reported use of an integrated library system, suggesting a sizeable reduction in libraries with integrated library systems over the past few years. All responding libraries this year reported having at least one computer (in 2013, only 91% had computers), and the average number of computers per library is three. Around half of the libraries with computers are on a county network and/or have some level of county technical support. Approximately two-thirds of responding libraries have a website (an increase over 2013, when only half of responding libraries reported a website).

Q51 If you are using library automation software or an integrated library system, please list the vendors/suppliers/brands. (For example, Library World, EOS, Sirsi, WorldShare Management, etc.) R= 21

Library World	15	71.43%
EOS	4	19.04%
Sirsi	2	9.52%

Q52 How many patron computers does your library have? Please answer with a number. R=39

Low	1
High	14
Median	3
Average	3.74

Q53 Please respond YES or NO to the following questions: R= 39

Are your library's computers on the county's network?	Yes: 21 (53.85%)	No: 18 (46.15%)
Does the county provide your library with technical support?	Yes: 27 (69.23%)	No: 12 (30.77%)
Do you contract out library technical support?	Yes: 12 (31.58%)	No: 26 (68.42%)
In the past two years, have you made computer hardware or software purchases?	Yes: 27 (69.23%)	No: 12 (30.77%)
If yes, were those purchases paid for by the county?	Yes: 2 (6.67%)	No: 28 (93.33%)
Do you pay an employee primarily tasked with technical/computing support? (Only three provided position information in Q16-30.)	Yes: 7 (18.42%)	No: 31 (81.58%)
Does your library have a website?	Yes: 26 (66.67%)	No: 13 (33.33%)

INFORMATION RESOURCES

Q54 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=39

While many libraries still lack a collection development policy, there was a slight increase in libraries which have adopted a policy. County Law Libraries may benefit from the COCLL providing a model policy or use of the AALL GLL County Law Libraries Standards section on collections.

Yes	28.21%	11
No	64.10%	25
Don't know	7.69%	3

Q55 Does your library collect any of the following material types? Check all that apply. R=23

Foreign materials	0.00%	0
States other than Ohio	56.52%	13
CD-ROM	34.78%	8

Special collections	17.39%	4
CLE materials	73.91%	17
Audio – podcast, MP3	0.00%	0
E-books	26.09%	6
DVDs	26.09%	6
Local historical legal materials	39.13%	9

Comparison with the 2013 Survey

Foreign Materials: There are still no libraries collecting foreign materials. It should be noted that there have been some patron requests in county law libraries for foreign materials in 2016. It may be worthwhile to put together a directory of free sources.

States other than Ohio: At 13, there were 2 less libraries reporting collecting research material from states other than Ohio. Although this was not asked, it is likely that some of the respondents purchase for the states which they border and/or that they have sources available through online legal research.

CD-ROM: There was a significant decrease in the number of libraries which collect CD-ROM materials: 15 libraries in 2013 and 8 libraries in 2016. This is likely due to advances in technology and the availability of most programs on the internet.

Special Collections: There was no change in the number of libraries with Special Collections, still at four. We did not inquire as to the nature of the special collections.

CLE Materials: There was an increase in the number of libraries offering CLE material to patrons. This may be because of libraries taking advantage of the OSBA CLE offer. This might be something the COCLL should consider purchasing for all libraries.

Audio, podcast, MP3: Again, no libraries report collecting audio materials.

E-books: The number of libraries offering E-books has doubled to six. This may be because of grants from the Consortium and law libraries responding to the new technology needs of patrons.

DVDs: There was an increase of one, bringing the total of libraries collecting DVDs to six.

Local historical legal materials: This question was added this year to gauge the role of law libraries in archiving materials for local agencies. Nine libraries reported keeping historical legal materials. It is assumed that this included archived copies of the Ohio Revised Code, local ordinances, and zoning regulations. The COCLL may want to investigate standards for law libraries to archive in conjunction with a collection development policy.

Q56 Is your library paying for legal information materials for other county offices out of the county law library fund? R=39

Yes, we are paying the bills.	48.72%	19
No, the offices pay the bills themselves or reimburse the law library.	25.64%	10
Not applicable; we are not buying materials for other county offices.	25.64%	10

Responses to this question show that, while libraries have no statutory obligation to purchase materials using their funds for other county offices, the practice is becoming more prevalent. We did not explore whether libraries have sufficient funds to do this, it is tradition, or there is pressure from other agencies to do so. This may be something the COCLL needs to investigate to determine if libraries are becoming more focused on serving county government rather than the entire legal community. Note that in 2013, twelve libraries (36.4%) reported paying the bills for other county offices' legal information.

Q57 Does your library contact county offices periodically regarding the provisions of R.C. 307.51 (G) (which requires that county offices seek approval of the CLLRB for the purchase, licensing, etc. of legal information resources)? R=38

Yes 68.42% 26

No 31.58% 12

While R.C. 307.51 requires that county offices seek approval of the CLLRB for purchasing legal materials, twenty six libraries have taken the initiative to alert other agencies to this requirement. Compared with the previous question, libraries which are proactive in this are not necessarily offering to purchase the materials.

Q58 Does your county have a policy or procedures regarding R.C. 307.51(G)? R=39

Half of the respondents reported the county having a policy regarding this code section. Maybe the COCLL should approve a policy and send it to the County Commissioners Association of Ohio for a consistent enforcement of this section of the statute throughout the state. Without tests by the auditor, any impetus for improvement seems to be happening at the local level.

Q59 Has ORC 307.51(G) created the anticipated cost savings or efficiencies of operation in your county? R=33

Yes 36.36% 12

No 63.64% 21

Results are very similar to the 2013 survey, suggesting that there has been no change, no progress over the past few years. Two libraries have had other agencies take advantage of the COCLL purchasing. Librarians also responded that they believe allowing the library to negotiate all the online contracts for legal research and combine them into one may help with costs. It may be worth exploring ideas and talking with sales representatives from legal research companies to see if libraries are in a position to offer this with guaranteed cost savings for county agencies. It is in the interest of county administrators and commissioners to encourage compliance with this RC section.

Q60 & 61 Does your library offer Lexis/Westlaw access?

Does your library offer *Lexis* access? If YES, please answer the following questions. Do not include the number of IDs for other county offices. **R=16**

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

Average number 4

Total number 49 (all responses)

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

Average number 42

Total number 583 (all responses)

Does your library offer *Westlaw* access? If YES, please answer the following questions. Do not include the number of IDs for other county offices. **R=32**

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

Average number 3

Total number 94 (all responses)

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

Average number 19

Total number 543 (all responses)

It is interesting to note that Westlaw is more common in Ohio county law libraries while many government agencies seem to use Lexis.

Q62 Which child support calculation application or product does your library offer? R=39

SupportWorks 33.33% 13

FinPlan	46.15%	18
None	35.90%	14

In addition, two libraries still offer Puritas, although many libraries found that this company would not allow libraries to purchase their product. Two libraries offer Ohio DR Software. It would be advantageous to have a discussion as to the benefits and drawbacks of each program, and the role of the library in offering these programs.

Q63 Which public records application or product does your library offer? R=38

Accurint	0.00%	0
Lexis Public Records	7.89%	3
Westlaw Peoplemap	15.79%	6
OPENonline	18.42%	7
None	63.16%	24

Most libraries do not offer public records research. Libraries that do may want to explain why they offer this service and how it enhances library services, as well as what policies and fees they have in place.

MARKETING YOUR LIBRARY AND PARTNERSHIPS

Q64 If your library has any social media accounts, do you generally find social media a useful marketing tool for your library? R=40

Not applicable	70%	28
Yes	17.5%	7
No	12.5%	5

The majority of respondents, (28R, 70.0%) indicated that this question is not applicable. Out of forty respondents, it appears that only twelve are using social media. Seven respondents (17.5%) felt that it was a useful tool while five (12.5%) answered that it was not a useful marketing tool.

Q65 Does your library spend money on any type of marketing? If yes, please indicate what approaches or services you use. R=40

Most respondents (33R, 82.5%) answered that this question was not applicable. The responses to types of marketing items are as follows:

Imprinted items (pens, pencils, notepads, etc.):	5	12.5%
Print ads (bar magazine, newspaper, etc.):	2	5.0%
Booths at organization events:	2	5.0%
Mailings:	2	5.0%
Radio or Television:	1	2.5%
Online advertising:	1	2.5%
Other:	1	2.5%

One respondent specified that their library makes bookmarks, flyers and brochures in-house. They do not pay an outside entity.

Q66 Does your library have any collaborative initiatives or partnerships with another library, association, or organization? R=16

There were 16 responses to this question. Among the available choices, the answers were as follows:

Programs, Speakers:	6	37.5%
Legal clinic or self-help center:	5	31.25%
Training or orientation for reference librarians:	4	25.0%
Shared space:	3	18.75%

Research guides, pamphlets:	3	18.75%
Joint purchasing and/or processing of materials:	2	12.5%
Shared staff:	2	12.5%

Nine respondents further clarified their collaborations and/or partnerships. Of those nine, five stated that they collaborate with the public library in varying degrees from leasing space and sharing patron space to joint programs and providing Westlaw terminals. Other partner organizations named were the local bar association, county municipal court, CLEVNET library consortium, local colleges, legal aid and the Free Legal Advice Clinic.

COCLL AND ORALL COUNTY SIG

Q67 How satisfied are you with the work of the statutorily-created Consortium of Ohio County Law Library Resources Boards? R=40

Very satisfied:	17	42.5%
Somewhat satisfied:	20	50.0%
Somewhat dissatisfied:	1	2.5%
Very Dissatisfied:	2	5.0%

There were significantly more responses to this question in 2016 than in 2013. In each survey, seventeen respondents indicated they're very satisfied, though the percentage of responses dropped from 58.6% to 42.5%. In 2013, nine respondents (31%) indicated somewhat satisfied which seems to point to the change in the 2016 survey, in an overall shift from very satisfied to somewhat, as compared to 2013. The numbers for somewhat and very dissatisfied are essentially unchanged.

Q68 What suggestions do you have for the Consortium for the provision of services, resources, or negotiations? Check all that apply. R=31

Additional discounts on database licenses:	24	67.74%
Training:	15	48.39%
Collection development guidelines:	13	41.94%
More grants:	12	38.71%
Video tutorials for staff:	12	38.71%
Discounts on supplies:	11	35.48%
Pocket part exchange:	8	25.81%
Interlibrary loan:	7	22.58%
An information source for answers to my questions:	6	19.35%
Consulting services:	4	12.90%

Other suggestions included discounts on the 2% required payment, advocacy in finding out why funding has decreased and getting reports of what fine monies were collected, etc., buying West handbooks that do not just simply restate the statutes, more group initiatives, (ex. statewide marketing program, statewide online research guides), additional information and guidance on use of eBooks, finding what options are out there, self-help resources for public patrons, sale of used books, county wide purchaser of legal resources, procedures and policies, and updating library bylaws and rules.

Q69 What suggestions do you have for the Ohio Regional Association of Law Libraries (ORALL) County Law Libraries Special Interest Group (the County SIG) for the provision of services, resources, or negotiations? Check all that apply. R=23

Training:	13	56.52%
An information resource for answers to my questions:	10	43.48%

Collection development guidelines:	9	39.13%
Video tutorials for staff:	8	34.78%
Online research guides:	8	34.78%
Discounts of supplies:	7	30.43%
More grants:	7	30.43%
Additional discounts on database licenses:	6	26.09%
Consulting services:	6	26.09%
Interlibrary loan:	4	17.39%
Pocket part exchange:	3	13.04%
Not a member, does not apply	3	13.04%
Processing services (labels, covers, etc.)	2	8.70%

Other comments included advocacy on legislative issues and defining the role of the County SIG as it relates to the Consortium.

THE MOST IMPORTANT ISSUES

Q70 What are the most important issues facing your library? Please rank just the top three (1 is most important) R=38

The survey tabulated the responses by giving each item a score, or ranking, as indicated below, in descending order:

Funding:	Score: 6.45	(Most important)
Perceived value of the law library:	Score: 5.64	
Use:	Score: 5.30	
Transition to online or electronic formats:	Score: 4.95	
Users' research abilities:	Score: 4.69	
Space:	Score: 3.85	
Staffing:	Score: 3.80	(Least important)

Or, presented in another format:

	1	2	3	4	5	6	7	Total
Funding	75.86% 22	6.90% 2	13.79% 4	0.00% 0	0.00% 0	0.00% 0	3.45% 1	29
Space	7.69% 1	23.08% 3	23.08% 3	0.00% 0	7.69% 1	15.38% 2	23.08% 3	13
Staffing	20.00% 2	0.00% 0	20.00% 2	10.00% 1	10.00% 1	30.00% 3	10.00% 1	10
Use	4.35% 1	39.13% 9	43.48% 10	8.70% 2	4.35% 1	0.00% 0	0.00% 0	23
Transition to online or electronic formats	10.53% 2	47.37% 9	10.53% 2	5.26% 1	15.79% 3	5.26% 1	5.26% 1	19
Perceived value of the law library	20.00% 5	36.00% 9	36.00% 9	4.00% 1	4.00% 1	0.00% 0	0.00% 0	25
Users' research abilities	25.00% 4	12.50% 2	25.00% 4	12.50% 2	6.25% 1	6.25% 1	12.50% 2	16

CONCLUSION

Q71: Comments:

R=5

Several comments clarified earlier responses. Several comments were of particular note:

One respondent spoke of a significant perceived threat to close one or more county law libraries. We passed along relevant information to Judge Schneider, chair, COCLL, for response.

Another respondent spoke of the law library – public library partnership and the difficulty of completing the survey when a partnership is involved. This is a good reminder as other counties consider various types of collaborations and partnerships.

And another respondent echoed the findings in Q56-59, noting that the varied operations across counties and their law libraries suggest that uniformity and efficiency of operation remains a challenge. The respondent expressed some frustration with our collective inability to attract the attention of commissioners as we demonstrate the value and savings which law libraries can provide.

In closing, please note that, in a few cases, response tabulation was not wholly representative of responses if respondents included, for example, text instead of numerical data or otherwise included data other than that which was requested for an answer. The survey team did its best to accurately reflect the responses of county law librarians to this long and complex survey. The results are informative, especially when reviewed along with the 2013 survey and with an eye to improving the lot of Ohio's county law libraries.