

**Statewide Consortium of Ohio County Law Library Resources Board
Meeting Agenda**

September 29, 2021

10:00 a.m.

Supreme Court of Ohio Law Library, Columbus, Ohio

1. Call to Order
2. Approval of Minutes
 - June 9, 2021, Regular Meeting pages 2-3
3. Financial Reports
 - May 2021 page 4
 - June 2021 page 5
 - July 2021 page 6
4. Director’s Report page 7
5. Advisory Council
 - Updates -
 - Approval of New Member page 8
6. Approval of Grant Purchases
 - Grant Budget (approved by the State Library) page 9
 - Grant Quotes pages 10-12
7. 2022 Book Purchases
 - Price Analysis page 13
 - Matthew Bender Print Proposal pages 14-17
8. 2022 Grants pages 18-19
9. Discussion of Consortium Fund -
10. Appointment of Additional Member with Signing Authority -
11. Items too Late for Agenda
12. Next Regular Meeting Date
 - December

**Statewide Consortium of Ohio County Law Library Resources Board
Meeting Minutes**

June 9, 2021

9:30 a.m.

Videoconference

The meeting was called to order at 9:37 by Chairman Schneider. Also in attendance were Board Members Parkomaki, Morrison, Kozlowski, and Leutz; Director Jones; Assistant Director Baldree; and AG Representative Vitale. Also on the call were Ms. Boland and representatives from Cuyahoga, Hancock, Columbiana, Jefferson, Muskingum, and Stark counties.

The minutes of the April 13, 2021, Regular Meeting were approved by Chairman Schneider as submitted.

Director Jones presented the financial reports for March and April 2021, which showed a significant amount of statutory income still coming in. The balance is high yet expected to decrease considerably in the coming months due to an expected batch of bills and grant payments. Director Jones reported that most of the grant money has been paid out already yet does not show on the financial reports available to date. Mr. Kozlowski moved, Ms. Parkomaki seconded, and the financial reports were unanimously approved.

Director Jones presented her Director's Report. The last two months have been focused on grants. Also, the survey has been administered and the report is being prepared. Ms. Jones reported that she and Ms. Baldree have discussed the value of the survey. The information returned tends to be highly inaccurate, and people are rarely using the information after we publish it. A suggestion is to conduct only a salary survey in the future.

Director Jones also reported participating in a Zoom meeting with the Ohio State Bar Association regarding access to their publications. Since Casemaker and Fastcase merged, the OSBA does not know how our access will be affected. They are also trying to come up with a plan to offer access to publications that are now only available online. Ms. Dugan reported that she also approached the OSBA in regard to CLE subscriptions.

Director Jones then provided eBook stats. Usage is steady at about 1000 checkouts per year.

The Board discussed the Memorandum of Understanding with Supreme Court of Ohio for the term of July 1, 2021, through June 30, 2023. The MOU has been reviewed by all entities. Mr. Leutz moved, Mr. Kozlowski seconded, and the MOU was approved unanimously.

The Board then discussed a grant extension request from Huron County Law Library for the 2020 grant. The library is having difficulty with the IT department, which is holding up the grant, and the library is seeking an extension through August. The Board discussed whether to allow extensions going forward. Ms. Morrison moved, Mr. Kozlowski seconded, and the extension was unanimously approved.

Jeanmarie Byrge applied to be appointed to the Advisory Council. Council Chair Vest noted that there are still vacancies on the Council if anyone else is interested in serving. Ms. Parkomaki moved, Mr. Leutz seconded, and Ms. Byrge's appointment was approved unanimously.

Ms. Jones presented the renewal contract for Matthew Bender eBooks that are shared titles on the platform. Lexis provided a three-year contract option in order to save money. Mr. Leutz moved, Ms. Morrison seconded, and the three-year contract renewal was unanimously approved.

Ms. Jones brought up a discussion of committees and their Sunshine Law responsibilities. Mr. Vitale led the discussion. He is worried that our two committees are not meeting Sunshine Law requirements. Mr. Vitale and Ms. Jones will work to examine the Advisory Council Charter and other administrative policies, if any, regarding committees and make future recommendations.

Mr. Vest reported that the Advisory Council had delayed their core collection survey but are now ready to send out to the members. The Council will be meeting in August.

Ms. Jones reported that she and Ms. Baldree met with representatives of the State Library of Ohio and confirmed that county law libraries are eligible for SLO grants, including the ARPA and LSTA grants. She also reported that the Consortium will be applying for a grant.

Mr. Vitale reminded everyone that virtual meeting provisions may expire soon. HB 43 proposes a permanent change to virtual meetings; however, the bill is not likely to pass. It is likely that virtual meeting provisions will be extended until December 31, 2021, under HB 110. Mr. Vitale and Ms. Jones will update the law libraries as information is available on this issue.

Adjourned 10:40 am.

Respectfully submitted,

Angela Baldree
Assistant Director

Charles Schneider
Chairman

Net Worth - As of 5/31/2021

6/17/2021

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Account	4/30/2021 Balance	5/31/2021 Balance
ASSETS		
Cash and Bank Accounts		
Consortium	466,544.82	435,643.95
TOTAL Cash and Bank Accounts	466,544.82	435,643.95
TOTAL ASSETS	466,544.82	435,643.95
LIABILITIES		
	0.00	0.00
OVERALL TOTAL	466,544.82	435,643.95

Itemized Categories - Last month

5/1/2021 through 5/31/2021 (Cash Basis)

6/17/2021

Page 1

Date	Account	Num	Description	Memo	Tag	Clr	Amount
INCOME							870.49
Grant Refund							870.49
5/18/2021	Consortium	DEP	Trumbull Co.	Refund on 2...		R	600.00
5/18/2021	Consortium	DEP	Washington Co.	Refund on 2...		R	270.49
EXPENSES							-31,771.36
Grants							-27,051.49
5/6/2021	Consortium		Cuyahoga Co.	2021		R	-4,367.62
5/6/2021	Consortium		Fairfield Co.	2021		R	-335.37
5/6/2021	Consortium		Medina Co.	2021		R	-5,000.00
5/6/2021	Consortium		Mercer Co.	2021		R	-1,399.00
5/6/2021	Consortium		Stark Co.	2021		R	-769.40
5/10/2021	Consortium		Clinton Co.	2021		R	-3,202.00
5/12/2021	Consortium		Fayette Co.	2021		R	-2,851.23
5/12/2021	Consortium		Jefferson Co.	2021		R	-1,279.90
5/12/2021	Consortium		Lucas Co.	2021		R	-5,000.00
5/20/2021	Consortium		Clermont Co.	2021		R	-2,846.97
Publications & Subscriptions							-1,359.87
5/12/2021	Consortium		Matthew Bender			R	-696.52
5/27/2021	Consortium		Matthew Bender			R	-663.35
Purchased Services							-3,360.00
5/6/2021	Consortium		Franklin Co.			R	-3,360.00
OVERALL TOTAL							-30,900.87

Net Worth - As of 6/30/2021

7/23/2021

Page 1

Account	5/31/2021 Balance	6/30/2021 Balance
ASSETS		
Cash and Bank Accounts		
Consortium	435,643.95	409,534.35
TOTAL Cash and Bank Accounts	435,643.95	409,534.35
TOTAL ASSETS	435,643.95	409,534.35
LIABILITIES		
	0.00	0.00
OVERALL TOTAL	435,643.95	409,534.35

Itemized Categories - Last month

6/1/2021 through 6/30/2021 (Cash Basis)

7/23/2021

Page 1

Date	Account	Num	Description	Memo	Tag	Clr	Amount
EXPENSES							-26,109.60
Grants							-2,017.98
6/3/2021	Consortium		Hamilton Co.	2021		R	-2,017.98
Publications & Subscriptions							-22,604.12
6/9/2021	Consortium		Matthew Bender			R	-696.52
6/9/2021	Consortium		Matthew Bender			R	-21,907.60
Purchased Services							-1,487.50
6/9/2021	Consortium		Franklin Co.			R	-1,487.50
OVERALL TOTAL							-26,109.60

Net Worth - As of 7/31/2021

9/7/2021

Page 1

Account	6/30/2021 Balance	7/31/2021 Balance
ASSETS		
Cash and Bank Accounts		
Consortium	409,534.35	337,218.23
TOTAL Cash and Bank Accounts	409,534.35	337,218.23
TOTAL ASSETS	409,534.35	337,218.23
LIABILITIES		
	0.00	0.00
OVERALL TOTAL	409,534.35	337,218.23

Itemized Categories - Jul 2021

7/1/2021 through 7/31/2021 (Cash Basis)

9/7/2021

Page 1

Date	Account	Num	Description	Memo	Tag	Clr	Amount
INCOME							6,361.35
Statutory Contribution							6,361.35
7/1/2021	Consortium	DEP	Cuyahoga Co.	2021		R	6,361.35
EXPENSES							-78,677.47
Grants							-2,585.00
7/6/2021	Consortium		Brown Co.	2021		R	-2,585.00
Publications & Subscriptions							-74,046.72
7/6/2021	Consortium		Matthew Bender			R	-9,495.20
7/6/2021	Consortium		Matthew Bender			R	-696.52
7/8/2021	Consortium		Matthew Bender			R	-57,200.00
7/21/2021	Consortium		Matthew Bender			R	-52.00
7/21/2021	Consortium		Matthew Bender			R	-6,603.00
Purchased Services							-2,045.75
7/8/2021	Consortium		Franklin Co.			R	-2,045.75
OVERALL TOTAL							-72,316.12

Director's Report
September 29, 2021

The last few months have been very busy for the Consortium. In June, after we found out we could apply for federal ARPA funds, Assistant Director Baldree and I began reaching out to potential vendors to come up with products our libraries will find useful. Because of the unique term of the ARPA grant, which is only nine months, we focused on non-subscription print products. I was able to obtain a quote from Lexis that includes the print purchases we would normally buy within the Nov. 1-July 31 grant period, and I also worked with Attorney Brian Piper to get a quote for Supportworks that would benefit both new and current subscribers. Assistant Director Baldree obtained a quote from Taps and Sutton for the *Ohio Medicaid Manual*. Also, Montgomery County Law Librarian Brenda Williams and Jefferson County Law Librarian Jeanmarie Byrge provided letters of support for our grant proposal. I completed the proposal and submitted the grant application on July 31. As you have already been informed, we did receive a grant for \$100,000, and I was able to attend the September 16 meeting of the Board of the State Library of Ohio and speak on behalf of the Consortium and our libraries.

On July 15, Assistant Director Baldree and I conducted a Zoom meeting with county law librarians. We discussed Consortium funding, finances, and services, and we had informative discussions with a dozen or more participants. The meeting was held only for the purpose of providing information about the Consortium and gathering information from members. In the last couple of years, we have seen many long-time librarians retire, and now we have several county law librarians who are new to their position and still not familiar with the Consortium, so the meeting was especially helpful to them. After the meeting, three new libraries requested access to the LibraryWorld cataloging platform, and five new libraries have asked to join the eBook platform. We anticipate one or two more libraries joining the platform as well, as we believe some were waiting on ARPA funds before joining.

I am completing the survey report and preparing it for distribution, and Assistant Director Baldree has been converting our grant documents into Google forms. She has already posted a grant reporting form for use in 2021-22 and going forward. The form is the same one that was available previously in a PDF fill-in format, but the Google form will ensure our grant recipients can easily complete and submit the form online. Assistant Director Baldree has also set up a Consortium Gmail account exclusively for the submission of documents such as grant quotes, receipts, and MoUs. This account will help us separate regular communication, which is generally sent to my email, from documents that need to be filed.

On August 26, I visited the Miami County Law Library and met with Librarian Holly Johnson. The visit was very informative for both of us.

Additionally, LibraryWorld was renewed for next year with no price increase and three additional libraries subscribing. We will also have enough funds to offer next year's refund grants, and the ORALL 2021 Annual Meeting will now be held virtually. No Consortium Board meeting will be planned in conjunction with the meeting.

Respectfully Submitted,
Jennifer D. Jones



STARK COUNTY LAW LIBRARY
Resources Board

June 11, 2021

Consortium of Ohio County Law Libraries Board and
Jennifer Jones, Executive Director
369 High Street, 10th Floor
Columbus, Ohio 43215

Dear Consortium of Ohio County Law Library Board Members:

The Consortium of Ohio County Law Libraries provides important resources and guidance to the county law libraries of Ohio. The Consortium's advisory council gathers information for the Consortium to use when making decisions. The Stark County Law Library has benefited in many ways from the Consortium, including print items purchased, the e-book platform and e-book purchases, and information about county law library operations. I am requesting that you consider this letter as an application to serve on the Advisory Council.

I would work with others on the Council to gather information the Consortium requests to provide needed resources and guidance to county law libraries of all sizes throughout Ohio. The Stark County Law Library is a medium-sized library, and having worked here for many years I am in contact with directors of both small and large libraries. I would work to get input from various libraries, as needed by the Consortium. I also hope to work with the Advisory Council to increase the awareness of the benefits the Consortium provides to all libraries, especially the smaller libraries, which often do not participate in the Consortium's initiatives.

Thank you for considering me for a position on Consortium of Ohio County Law Libraries Advisory Council.

Sincerely,

Kendel Croston
Director

Proposed Budget

Library / Institution: Statewide Consortium of Ohio County Law Libraries

Grant Type: ARPA Outreach Initiative

Project Title: Legal Resources for County Law Libraries

	Quantity	Unit Cost	Federal / LSTA - potential grant amount	Local funds - if applicable	Total
Consultant Fees	N/A				
Travel	N/A				
Services	N/A				
Supplies/Materials	88 units (set of 7 books per unit)	\$ 720.85	\$ 60,021.00	\$ 3,414.00	\$ 63,435.00
	88	\$ 250.00	\$ 22,000.00	\$ -	\$ 22,000.00
	26	\$ 49.00	\$ 743.00	\$ 531.00	\$ 1,274.00
	62	\$ 278.00	\$ 17,236.00	\$ -	\$ 17,236.00
Description:	<p>The purchases include several items all under \$1,000 per unit. The Consortium will purchase 7 books on various legal topics from LexisNexis with a cost of \$720.85 per set; each county law library will receive the books, making the total purchase equal \$63,435; however, the Consortium will pay for \$3,414 of the LexisNexis purchase to keep the total of requested funds at \$100,000. Also, the Consortium will purchase 88 copies of the <i>Ohio Medicaid Manual</i> from Taps & Sutton at \$250.00 per library (\$22,000 total), and 88 copies of the Supportworks child support calculation software. Since 26 libraries have purchased Supportworks in the past, their costs will be lower because they will need only an update of the program for 2022. Since the update is good for the entire year, the Consortium will pay for the August-December costs, or \$531. Finally, the remaining 62 units purchased are new product licenses for Supportworks for all libraries that do not own a version of the program and the licenses total \$17,236.</p>				
Equipment	N/A				
Total			\$ 100,000.00	\$ 3,945.00	\$ 103,945.00



Invoice 11012021 LexisNexis-Matthew Bender

 Ship **0099607217**

 Bill **0099607217**
**CONSORTIUM OF OH CNTY LAW LIB
 FRANKLIN CNTY LAW LIBRARY
 JENNIFER JONES
 369 SOUTH HIGH ST 10TH FLOOR
 COLUMBUS OH 43215**
**CONSORTIUM OF OH CNTY LAW LIB
 FRANKLIN CNTY LAW LIBRARY
 JENNIFER JONES
 369 SOUTH HIGH ST 10TH FLOOR
 COLUMBUS OH 43215**

Qty	Pub	Title Description	Price	Discount	Net Amount	S&H	Extended Price
88	33020	OH Criminal Law Handbook 2021-2	\$100.00	35%	\$5,720.00		\$5,720.00
88	33020	OH Criminal Law Handbook 2022-1	\$110.00	35%	\$6,292.00		\$6,292.00
88	4335	OH Domestic Relations Practice 2021	\$338.00	35%	\$19,333.60		\$19,333.60
88	33040	OH Family & Elder Law Hanbooks 2022	\$182.00	35%	\$10,410.40		\$10,410.40
88	33050	OH Juvenile Law Handbook 2022	\$132.00	35%	\$7,550.40		\$7,550.40
88	33075	OH Probate Law Handbook 2022	\$182.00	35%	\$10,410.40		\$10,410.40
88	43440	OH Rules of Court Supplement 21-22	\$ 65.00	35%	\$3,718.00		\$3,718.00

Sub	\$63,434.80
S&H	
Credit	
Total	\$ 63,434.80

Please make checks payable to:
**LexisNexis Matthew Bender & Co. Inc.
 28544 Network Place
 Chicago, IL 60673-1285**

INVOICE

If paying by credit card: () American Express () Discover () Mastercard () Visa Check () No: ()

Credit Card #: _____ Expire Date: _____

Signature: _____ Date: _____

**Bill Account: 0099607217
 Ship Account: 0099607217
 PO #:
 Amount Due **\$64,434.80**
 Amount Enclosed _____**
Jennifer McKenna - 937-247-8195 - jennifer.l.mckenna@lexisnexis.com

Taps & Sutton, LLC
 713 S. Front St.
 Columbus, OH 43206
 United States
 (614) 443-8000



Angela Baldree
 369 S. High St., 10th Floor
 Columbus, OH 43215

Balance \$22,000.00
Invoice # 01521
Invoice Date July 15, 2021
Payment Terms Due on Receipt
Due Date July 15, 2021

Franklin County Law Library

Expenses

Date	EE	Activity	Description	Cost	Quantity	Line Total
07/15/2021	JNR	Book	2021 Ohio Medicaid Manual (includes shipping)	\$250.00	88.0	\$22,000.00

Expense Total: **\$22,000.00**

Terms & Conditions:

Please make checks payable to Taps & Sutton, LLC.
 TF = Telephone call from
 TT = Telephone call to
 FCPC = Franklin County Probate Court (or other applicable county)
 JFS = Job and Family Services
 EA = Estate Administration
 EP = Estate Planning

Expense Sub-Total: \$22,000.00
Sub-Total: \$22,000.00

Total: \$22,000.00
Amount Paid: \$0.00

Balance Due: \$22,000.00

Piper Software Productions Inc.

2864 Atoll Drive
Lewis Center, OH 43035

Estimate

Date	Estimate #
7/26/2021	25

Name / Address
Law Library Estimate Jennifer Jones

Project

Description	Qty	Rate	Total
2021 Data Package	26	49.00	1,274.00
7.0 New License	62	278.00	17,236.00

Thank you for your interest in our program.	Subtotal	\$18,510.00
	Sales Tax (6.25%)	\$0.00
	Total	\$18,510.00

Price Analysis for 2022 Matthew Bender Books

Handbooks

Title	2021 Proposed Price (with 35% discount)	Actual	2022 Proposed Price (with 35% discount)
Ohio Criminal Law Handbook (Nov and May)	\$56.55	\$63.05	\$63.05
Ohio Juvenile Law Handbook (May)	\$72.15	\$78.00	\$78.00
Ohio Probate Law Handbook (May)	\$100.10	\$107.90	\$107.90
OH Family & Elder Law Manual Combo (May)	\$100.10	\$107.90	\$107.90
Rules Governing Courts of OH (August)	\$133.90	\$154.05	\$154.05
*Supplement (February)	\$33.15	\$38.35	\$38.35

Manuals

Title	2021 Proposal Price (with 35% discount)	Actual	2022 Proposed Price (with 35% discount)
Ohio Domestic Relations Practice Manual (Nov)	\$180.05	TBD	\$200.20

As the tables above show, the proposed prices for next year are actually the current list prices, which will increase. In the past, the increases generally stayed around 4-6%, but the 2021 prices increased by as much as 8-15% from the previous year's prices. Overall costs for these books for 2022 will likely exceed \$75,000; however, grant funds will cover most of the costs of titles shipping from November of this year through July 2022, saving us \$60,000.

For 2021, we have spent \$48,334 so far for six titles, with two remaining shipments estimated to cost approximately \$23,166, making the total for the year \$71,500.



Proposal for the Statewide Consortium of Ohio County Law Libraries

September 10, 2021

Submitted by:

Jennifer McKenna, Tele Client Manager

LexisNexis Matthew Bender

3 Lear Jet Lane

Latham, New York 12110

(937) 247-8195



This proposal includes data that shall not be disclosed outside the Ohio Consortium or any other department necessary to process an order, and shall not be duplicated, used, or disclosed, in whole or in part, for any purpose other than to evaluate this proposal. If, however, a contract is awarded to this offeror as a result of, or in connection with, the submission of this data, the Ohio Consortium shall have the right to duplicate, use, or disclose the data to the extent provided in the resulting contract. The entire proposal shall be subject to the restrictions contained herein. In addition, this data is exempt from disclosure pursuant to the Freedom of Information Act, 5 U.S.C. 522(b)(3) and (4). LexisNexis and the Knowledge Burst logo are registered trademarks of Reed Elsevier Properties Inc., used under license. © 2011 LexisNexis. All rights reserved.



September 10, 2021

Jennifer Jones
Executive Director, COCLL
Franklin County Law Library
369 S High St., 10th FL
Columbus, Ohio 43215

Dear Ms. Jones:

LexisNexis Matthew Bender is pleased to propose handbooks and manuals in print and eBook format for the Ohio Consortium. Authoritative legal content from LexisNexis Matthew Bender helps attorneys streamline analysis with expert insights, checklists, forms, and primary law references. Cited by more courts than any other industry-leading resource, the publications are distinguished by the following:

- **Currentness:** Matthew Bender content is updated several times per year. The currentness of the products helps to ensure the most up-to-date cases and coverage of emerging issues.
- **Authors:** Matthew Bender content is written by leaders in their fields, both practitioners and members of the bench.
- **Citations:** Matthew Bender content is cited by more courts than any other publisher.

I look forward to discussing this proposal with you. Meanwhile, if you have any questions, please contact me by phone at (937) 247-8195, or by e-mail at Jennifer.L.Mckenna@lexisnexis.com.

Sincerely,

A handwritten signature in black ink that reads "Jennifer L. McKenna".

Jennifer L. McKenna
Tele Client Manager

The following discounts will be applicable from January 1, 2022 through December 31, 2022. The Consortium and participating libraries can choose to purchase the below offered titles at the discounted price according to the stated terms during this time period. All purchases will be billed to the County Law Libraries or directly to the Consortium.

In addition to the discount on handbooks and manuals listed below, we are also offering the following discounts and materials to participating libraries:

- A Library can choose to purchase a new set(s) of Pages OH Revised Code at the discounted price of \$2070.10. This includes a brand new set of books as well as 12 months of updates/releases. The library must agree to a 2 year term for this title. Year 2 would be priced at \$1663.94. If a library already subscribes to Pages ORC, they can opt in at the price of \$1663.94 per year for 2 years.
- A Library can choose to purchase a new set(s) of the USCS at the discounted price of \$3941.70. This includes a brand new set of books as well as 12 months of updates/releases. The library must agree to a 2 year term for this title. Year 2 would be priced at \$3754.00. If a library already subscribes to the USCS Full Set, they can opt in at the \$3754.00 price per year for 2 years.
- A Library can choose to purchase a new set Couse's OH Form Book 6th Edition at the discounted price of \$746.25. The library will also receive a 25% discount on the releases that ship out during the term of this contract. (This is for new sets only.)

****Regular Shipping & handling fees will be added to the above.****

**** The above offer is available to participating libraries if the Consortium chooses to purchase 5 or more of the qualifying handbooks and/or manuals listed below.****

The following discounts will be applicable according to the Handbooks and Manuals listed below in print format.

- If 88 copies are purchased of 5 different titles from the list below, a 30% discount will be offered.
- If 88 copies are purchased of more than 5 different titles from the list below, a 35% discount will be offered.

The Consortium can choose to purchase just 5 or more different titles from the list below with the discounts noted above.

In addition to our special pricing on some of our print publications, the Statewide Consortium of the Ohio County Law Libraries and Lexis has also entered into an agreement involving Digital Libraries. LexisNexis Digital Library provides librarians with a user friendly, centralized platform to order titles, supervise lending of all electronic content, and manage their collections – therefore reducing storing, filing and distribution costs. For those Counties that cover a wide area, this solution would reach those patrons that can't make it into the library often. Please contact Jennifer McKenna at LexisNexis for more information on this special offer.

****Pricing and release schedule below is current as of September 2021 and subject to change. Future editions will have a slightly increased price.****

Handbooks

Title	Price per Title
Ohio Bankruptcy Handbook (May)	\$85
Ohio Civil Laws & Rules Handbook (May)	\$91
Ohio Criminal Law Handbook (Nov and May)	\$97*
Ohio Securities Law and Practice Handbook (May)	\$180
Ohio Insurance Law Handbook (June)	\$137
Ohio Juvenile Law Handbook (May)	\$120*
Ohio Probate Law Handbook (May)	\$166*
Ohio Real Estate Law Handbook (June)	\$189
OH Family & Elder Law Manual Combo (May)	\$166*
OH Family Law Handbook (May)	\$135
OH Elder Law Handbook (May)	\$55
Ohio Workers' Compensation Law Handbook (June)	\$232
Rules Governing Courts of OH (August)	\$237
Supplement (February)	\$59

* 2022 titles covered by grant funds (2021 titles shipping in Nov. or Dec. also covered)

2021 purchases are in red

Manuals

Title	Price per Title
Ohio Consumer Law Manual (May)	\$315
Ohio Domestic Relations Practice Manual (Nov)	\$308
Ohio Elder Law Practice Manual (Dec)	\$256
Ohio Pretrial Litigation Practice Manual (March)	\$270
Ohio Residential Real Estate Practice Manual (Sept)	\$334
OH Personal Injury Litigation Manual (Oct)	\$267
Ohio School Law Manual (Dec)	\$280

COCLL Request for Proposals ("RFP") and Grant Application

The Consortium of Ohio County Law Library Resources Boards ("Consortium") seeks opportunities to return a portion of its revenue from the statutorily mandated payments of County Law Library Resources Boards ("CLLRBs") via competitive grants to individual CLLRBs and cooperating groups of CLLRBs for improvement projects, as opposed to expenses related to the daily operation of the law library (such as personnel costs), in several categories: (1) staff training and career development, (2) programming for patrons, (3) technology, and (4) collaboration. The Consortium hopes to encourage cooperation among libraries and county offices, quality of patron service, and efficiencies of operation with these grant opportunities. Each category is described below. Although grants are available to individual CLLRBs, the Consortium Board especially encourages proposals that are for the good of the whole or for a positive impact on a group of CLLRBs.

MAXIMUM AWARDS

The total projected funding available to the grants program is set annually by the Consortium Board. CLLRBs may apply for grants in more than one category; however, the maximum award for any CLLRB is \$5,000 for Staff Training and Career Development, Programming for Patrons, or Technology Grants and \$6,000 for Multi-Agency Collaboration Grants. If the amount requested exceeds the maximum award amount, the CLLRB is responsible for the remaining costs. The number of grants awarded in any given year will vary based on the number of proposals received, the quality of those proposals, and the available funds.

NOTIFICATION AND FUNDING

The Executive Director and Assistant Director will review all complete proposals submitted by the deadline and will make a recommendation to the Consortium Board for approval of funding of the initiatives that are significant and potentially effective. Upon review, they may, in a timely manner, request additional documentation if the proposal requires further review or clarification. All authors of grant proposals will be notified via email. Successful applicants must be established in the Ohio Shared Services Portal before they can receive any grant funds.

REQUIREMENTS FOR RECIPIENTS

Grant recipients will be required to retain and submit to the Consortium Board copies of receipts for purchases of goods and services; in addition, they will submit a report on the initiative and its results, which may be shared with the Ohio county law library community via the Consortium website, by May 31, 2023. Recipients are also encouraged to present on the grant-funded initiatives at professional meetings or conferences (e.g., a meeting of the Consortium, the Ohio Regional Association of Law Libraries, the ORALL County Law Libraries SIG, or the American Association of Law Libraries). Failure of a grant recipient to achieve the intended outcomes may result in a requirement of a full or partial reimbursement of the grant funds by the recipient organization(s) to the Consortium and possible ineligibility for future grants.

The successful CLLRB ("Grantee") will be required to enter into a grant agreement, a memorandum of understanding ("MOU"), with the Consortium Board prior to providing any services for the project. The grant agreement will not be valid and enforceable until the availability of funds is certified by and approved by the Office of Budget and Management ("OBM") in accordance with Chapters 126 and 131

of the Ohio Revised Code. The Consortium Board is not obligated to make grant payments prior to such OBM certification. The initial grant term and reporting will end on May 31, 2023. The MOU will be signed by the law librarian/library director, a member of the county board of commissioners or the equivalent for Cuyahoga and Summit counties, and the executive director of the Consortium. County or CLLRB policies may require additional parties to review or sign the MOU, and any additional requirements are the responsibility of the CLLRB and not the Consortium.

The Consortium Board will not be liable for any costs incurred by any CLLRB in responding to this RFP, even if the Consortium Board does not award a grant through this process. The Consortium Board may decide not to award a grant for the project. The Consortium Board may also cancel this RFP through written notice or by issuing another RFP.

Section 9.24 of the Revised Code prohibits a State agency from awarding a contract to any person against whom the Auditor of State has issued a finding for recovery if the finding for recovery is “unresolved” at the time of award. By submitting a proposal, the CLLRB warrants that it is not now and will not become subject to an “unresolved” finding for recovery under R.C. 9.24 prior to the award of any contract arising out of this RFP.

EXTENSION OF GRANT TERMS

Any requests for an extension of the grant completion deadline must be submitted in writing to the Executive Director by February 28, 2023. Grantees requesting an extension are not eligible for the next cycle of grants.

NON-ALLOWABLE EXPENSES

- Personnel costs
- Westlaw and/or Lexis costs
- Any continuing subscription costs
- Office supplies
- Board member expenses
- Print resource costs
- Food and/or drink
- Mileage/rental vehicle reimbursement

IMPORTANT DATES

- February 28, 2022 – Deadline for proposal submission
- May 31, 2022 – Deadline for Consortium to post results
- May 31, 2023 – Deadline for grant-funded initiatives to be achieved
- May 31, 2023 -- Deadline for submission of grant report
- June 30, 2023 – Deadline for any unspent grant funds to be refunded to the Consortium