

*Minutes of the Meeting of the  
Consortium of County Law Library Resources Boards  
June 25, 2013, 10:00 a.m.  
Ohio Supreme Court Law Library, Columbus, Ohio*

The Consortium of County Law Library Resources Boards (hereinafter "Consortium") held a meeting at 10:00 a.m. on June 25, 2013 in the Ohio Supreme Court Law Library in Columbus, Ohio. The following Board Members were in attendance: Judge Charles Schneider; Ken Kozlowski; George Baker; Kathleen M. Dugan; and John Leutz (who arrived at 10:20 a.m.). Keith Blough represented the Advisory Council in person, and Galen Avery, Mary Jenkins and Susan Boland represented the Advisory Council by phone. Also in attendance were Assistant Section Chief-Ohio Attorney General Jennifer Croskey and Associate Assistant Attorney General Angela M. Sullivan. Librarians included Vicki Schramm, who attended in person, and Judy Maxwell, who participated by telephone.

Judge Schneider began the meeting at 10:00 a.m. and called for approval of the May 8, 2013 Minutes. Hearing no objections, Judge Schneider indicated that the Minutes would stand as approved.

Judge Schneider then asked for questions about the financial report. Hearing none, upon motion of Ken Kozlowski, seconded by George Baker, the financial report was unanimously approved by the Board, with the exception of John Leutz, who had not yet arrived.

Judge Schneider then asked if anyone had any questions about the Executive Director's report. Hearing none, Judge Schneider moved on to the issue of a new Executive Director and asked Vicki Schramm to make a presentation.

In response, Mrs. Schramm stated that she is great at negotiating with publishers and good at working with people and getting them to do what she wants them to do. She feels that the knowledge of the Consortium must keep going. She indicated that although she is the only staff person at her library, her Board may hire an assistant. Judge Schneider indicated that the library visits should continue, and Mrs. Sullivan indicated that the Consortium's web site would have to be coordinated with the new Executive Director. Mrs. Schramm responded that the web site would need to incorporate library collection inventories and spreadsheets, links to large library catalogs, communication, the pocket part exchange, and articles. She also stated that she could quickly assume the Ohio Law Library Consortium's work with Ills and resource sharing, which she feels is working well. She indicated that she would monitor the political arena and report back to the law libraries. She also stated that she is familiar with the vendor deals Ms. Baldree negotiated, although she would like to look at Gale and ebooks, and she would like the Consortium to pay for more things. She further indicated that she is not sure that Library World is the best choice for cataloging county law library holdings. As a result, she feels that a survey of the libraries should be conducted again to see what all size libraries need. Judge Schneider endorsed that opinion, and Ms. Dugan mentioned that Mary Jenkins is already heading up a survey team. In response to a question about public access, Mrs. Schramm stated that the Legislature has to be followed, but her county needs to

serve judges and lawyers as well. She added that libraries cannot just provide forms, and her public library could become an access point if her law library provided all of the materials. Mrs. Schramm then stated that she likes the idea of the Consortium providing programs and education for librarians. Finally, Mrs. Schramm answered a question by indicating that her Board does not want the \$40,000.00 requested in its proposal up front. Judge Schneider added that a fee for services under the RFP would have to be negotiated.

Ken Kozlowski then stated that the State auditor who was assigned to audit the Consortium. found only 2 items, but neither should be a problem. Although one (1) invoice was not initialed, Mr. Kozlowski indicated that he will make sure to initial everything in the future. Secondly, one (1) deposit took four (4) days rather than the required three (3) days, but the Court's financial system may have been down during that time. Mr. Kozlowski then mentioned a proposed letter of understanding for the audit with a proposed a fee of \$8,200.00. Although he indicated that the Auditor claims this is consistent with other departments, most of the Board members felt that it was excessive for the size of the Board and its limited finances. As a result, George Baker made a motion to allow Judge Schneider to sign the letter only if he can get some assurance that the fee will be less. John Leutz seconded the motion, and the motion was unanimously approved. Mr. Kowlowski then advised that the Consortium will be audited again next year with the Supreme Court and then every two (2) years after that with the Court beginning in 2016.

Mr. Leutz then made a motion to go into Executive Session with the Advisory Board to discuss the appointment of a public official or employee. George Baker seconded the motion, and a roll call vote was taken, during which Judge Schneider, Ken Kozlowski, George Baker, Kathleen M. Dugan, and John Leutz all voted yes. Galen Avery, Mary Jenkins, and Susan Boland were asked to remain on the phone, and the Executive Session began at 11:00 a.m.

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The Board came out of Executive Session at 11:30 a.m. after having only discussed the appointment of a public official or employee.

Mr. Leutz then made a motion to extend both the current RFP for an Executive Director and the deadline for entering into a Memorandum of Understanding ("MOU) pursuant to the RFP for an additional 60 days. George Baker seconded the motion, and it was unanimously approved. Later in the meeting, Mr. Leutz moved to amend the aforementioned motion to extend the current RFP by 60 days and the deadline for entering into a new MOU by 90 days. George Baker seconded the motion, and it was unanimously approved.

Judge Schneider then asked everyone to reach out to librarians at all types of libraries to encourage them to respond to the RFP. He also asked everyone to spread the word that the Consortium Board is willing to hire one or more assistants if potential candidates are concerned about the workload. Judge Schneider also indicated that he will advise Mrs. Schramm that she is still being considered but that the Board would like to consider additional candidates.

Finally, Ken Kozlowski made a motion to allow Judge Schneider to enter into negotiations with Angela Baldree and the Franklin County Law Library Resources Board that would allow her to continue under her current MOU or one more favorable to the Consortium. George Baker seconded the motion, and it was unanimously approved.

The next meeting of the Consortium will be held at the Ohio Supreme Court Law Library at 10:00 on September 10, 2013.

Respectfully submitted,

A handwritten signature in cursive script that reads "Kathleen M. Dugan".

Kathleen M. Dugan, Esq., MLS, Secretary