

*Minutes of the Meeting of the
Consortium of County Law Library Resources Boards
October 16, 2013, 3:00 p.m.
Hilton Garden Inn, Toledo/Perrysburg, Ohio*

The Consortium of County Law Library Resources Boards (hereinafter "Consortium") held a meeting at 3:00 p.m. on October 16, 2013 at the Hilton Garden Inn in Toledo/Perrysburg, Ohio. The following Board Members were in attendance: Judge Charles Schneider; Ken Kozlowski; George Baker; and Kathleen M. Dugan. Also in attendance were Associate Assistant Attorney General Angela M. Sullivan, Executive Director Judy Maxwell, and Angela Baldree, the former Executive Director of the Consortium. Mary Jenkins represented the Advisory Council in person, and various county law librarians also attended.

Judge Schneider began the meeting at 3:00 p.m. and called for approval of the August 23, 2013 Minutes. Hearing no objections, Judge Schneider indicated that the Minutes would stand as approved. Judge Schneider then thanked Angela Baldree for her service to the Consortium and welcomed Judy Maxwell as the new Executive Director.

Judy Maxwell then presented her financial report, indicating that the Consortium has a raw balance of \$385,456.41, of which \$176,623.98 has already been allocated but unspent for the remainder of the year. Judge Schneider added that Angela Baldree has a contract through Franklin County Law Library to assist with the transition to the new Executive Director. Upon motion of George Baker, seconded by Ken Kozlowski, the financial report was unanimously approved by the Board.

Judge Schneider then raised the issue of authorizing 33% refund grants toward 2014 Consortium dues. Judge Schneider commented that it was a good idea in 2013 to return funds to county law libraries to use as needed on a local basis. He also commented that it was probably too soon to make a more permanent decision on changing the statutory dues percentage. Due to a consensus from Board members that refund grants were a good idea, George Baker moved for approval of 33% refund grants against 2014 dues. Ken Kozlowski seconded the motion, and it was unanimously approved by the Board.

Judy Maxwell then introduced a book proposal from Matthew Bender. After discussing the removal of several titles from the proposal, George Baker moved to authorize Mrs. Maxwell to spend up to \$170,000.00, plus shipping and handling, for Matthew Bender books for county law libraries that have paid their dues. Ken Kozlowski seconded the motion, and it was unanimously approved by the Board.

The Board next discussed a proposed RFP for grants for 2014 in the same categories as grants were awarded in 2013. The total that could be awarded would be \$80,000.00, with a maximum in any category of \$7,500.00. Applications would be due by February 28, 2014, and funds would have to be spent by December 31, 2014. Judge Schneider commented that the grants were a good idea and hoped that more libraries would submit proposals for multi-agency projects.

However, he cautioned that proposals should not be submitted for everyday expenses such as database subscriptions that county law libraries should pay themselves. Nor should grants be awarded for services like renovations, fixtures and construction costs that county commissioners are supposed to provide by statute. Mary Jenkins commented that the grant categories were still good and that a clarification about the aforementioned limits could be sent when the RFP is circulated. Ken Kozlowski then moved to authorize the RFP for the grants. George Baker seconded the motion, and it was unanimously approved by the Board.

The Board next discussed tracking fines and penalties county law libraries are entitled to receive by statute. Judge Schneider indicated that changes in the laws affecting county law libraries did not affect the sources or amounts of our revenue. Mary Jenkins reported the results of the recent county law library survey which showed that 14 libraries thought they were properly receiving income, 6 did not think they were receiving all of the income to which they were entitled, and 17 were unsure. Judith Gill and Monica Overly brought particular issues to the attention of the Board, and based on a consensus of Board members, the Judge indicated that he would write a letter to Wood County that the laws on county law library revenue have moved but not changed. Judy Maxwell then encouraged everyone else with issues to let her know in the next 2 days. Mrs. Maxwell also suggested that everyone should talk with their local county bookkeepers about the process of calculating statutory revenue and that the State Auditor should sample data on law library fines and penalties when auditing county finances. She and Judge Schneider added that they also hope to have a training on statutory revenue for county law librarians in January.

Angela Baldree then demonstrated the Consortium's brand new website at cocll.ohio.gov. She indicated that the site contains pages for initiatives such as Matthew Bender books and grants, information about the Consortium Board, ILL and pocket part exchange information, Attorney General and Auditor opinions, common forms, events, meeting agendas and minutes, and library news.

Angela Baldree then discussed the status of the LibraryWorld project, indicating that 23 libraries are done, and some libraries, like Jefferson County, are doing their own catalogs. She asked everyone else to at least send her a shelf list so that staff working on the project can start entering data.

Judy Maxwell then mentioned that by law local governments are supposed to register their ordinances with the Ohio Secretary of State and send copies to the local law library. She indicated that criminal defense lawyers are using lack of compliance with these laws to block criminal prosecutions in her county and that this may become an issue state-wide.

Mary Jenkins then distributed a copy of the executive summary of the biennial county law library survey to members of the Consortium Board.

There being no further business before the Board, Judge Schneider adjourned the meeting at

3:55 p.m.

Respectfully submitted,

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

Kathleen M. Dugan, Esq., MLS, Secretary