

**Hamilton County Law Library Resources Board**

**Minutes**

**April 10, 2014**

A regularly scheduled meeting of the Hamilton County Law Library Resources Board (HCLLRB) was held on April 10, 2014 in the Board Room of the Hamilton County Law Library. Board members in attendance were James T. O'Reilly, John Cobey, Joshua Berkowitz, Timothy Reilly, and Michael Florez. Mary Jenkins, Law Librarian & Director, was also present.

Mr. O'Reilly called the meeting to order at 12:30 p.m.

Minutes of the meeting of January 9, 2014 were approved unanimously as written following a motion for approval by Mr. Florez and a second by Mr. Reilly.

Ms. Jenkins requested approval of the technical services librarian's anticipated travel expenses for May 2014. A motion for approval as requested was made by Mr. Florez, seconded by Mr. Berkowitz, and approved unanimously.

Ms. Jenkins presented the librarian's report, highlighting several accomplishments and work in progress. Ms. Jenkins reported on an effort in another county that would move law library special funds to the county's general fund. Consortium representatives are addressing the matter. Board members indicated willingness to attend a special meeting as needed to address this issue.

Ms. Jenkins presented for approval a policy to limit concurrent loans to any one user to twenty items. A motion to approve the recommendation was made by Mr. Cobey, seconded by Mr. Florez, and approved unanimously.

Ms. Jenkins provided an update on compliance with RC 307.51(G), noting that, while county offices are making use of the law library, none has recently requested the purchase of legal information materials via the law library. She has been promoting library services to particular departments.

Mr. Florez reported that the prosecutor's office has no further guidance at this time related to the law librarian's execution of contracts. The Board will continue to ratify executed contracts.

Ms. Jenkins distributed a list of her major performance objectives for 2014 and provided an update. Mr. Cobey inquired about law students and law firm subscribers' awareness of law library services. Ms. Jenkins detailed current outreach to law schools and law firms and committed to offering law firm information sessions for subscribers after the launch of the new website.

There being no further business before the board, Mr. Florez made a motion at 1:05 p.m. to adjourn, seconded by Mr. Reilly, and approved unanimously.

Minutes respectfully submitted,

A handwritten signature in cursive script that reads "Mary Jenkins". The signature is written in black ink and is positioned above the printed name and title.

Mary Jenkins  
Law Librarian & Director