

## **Hamilton County Law Library Resources Board**

### Minutes

April 7, 2011

Present: James T. O'Reilly, Michael Florez, John Cobey, William D. Bell, Sr., Mary Jenkins

James O'Reilly, Chair, called the April 7, 2011 meeting of the Hamilton County Law Library Resources Board to order at 12:50 p.m.

The minutes of the meeting of January 6, 2011 were approved as written.

Ms. Jenkins presented the Librarian's Report in writing and highlighted several points.

Next, Ms. Jenkins requested Board approval to attend the American Association of Law Libraries' Annual Meeting in July 2011 and the Membership and Subscription Law Libraries' meeting in Virginia in the fall. A motion of approval was made by Mr. Bell and seconded by Mr. Cobey, followed by a unanimous vote of approval.

Next, Ms. Jenkins presented a proposal for a revision to the Law Library's circulation policy to replace the word "member" with the word "subscriber" throughout and to add, "Further, all library subscriber privileges will be suspended for any subscriber or firm that fails to pay an invoice for library fines and fees within 60 days of the date of the invoice. Unresolved matters will be referred to the Hamilton County Prosecuting Attorney for action." A motion to make the proposed modifications was made, seconded, and unanimously approved.

Next, Ms. Jenkins requested board approval of a license agreement with EBSCO Publishing for its Legal Information Reference Center. Following discuss of license terms, particularly regarding limitations of liability, Mr. Cobey made a motion to direct the Law Librarian to complete the license agreement with EBSCO on the recommendation of the prosecuting attorney and to accept the limitation of liability clause as written in the agreement. The motion was seconded by Mr. Bell and unanimously approved.

Next, Ms. Jenkins requested board approval of license agreements with CCH Incorporated for its Enterprise account and Loislaw treatises. A motion to approve the license agreements was made, seconded, and unanimously approved.

Next, Ms. Jenkins presented a draft SWOT analysis and strategic priorities for board review and input. Several suggestions were made. The board requested that Ms. Jenkins further develop the statement of strategic priorities with more emphasis on collection development and following an opportunity for subscribers to comment via focus groups and other means. The Board then discussed its appreciation of staff efforts to reach out to subscribers and review the collection and services.

Ms. Jenkins commented that she would present a proposed 2012 budget at the July 2011 HCLLRB meeting. Mr. O'Reilly suggested that a request for funding of the Cincinnati Law Library Association be made at its July meeting.

The next meeting of the HCLLRB will be held on Thursday, July 7, 2011 at 1:00 p.m.

There being no additional business before the Board, the meeting was adjourned by the Chair at 1:40 p.m.

Minutes respectfully submitted,

Mary Jenkins  
Law Librarian & Director