

**Hamilton County Law Library Resources Board**  
**Minutes**  
**October 15, 2015**

A regularly scheduled meeting of the Hamilton County Law Library Resources Board (HCLLRB) was held on October 15, 2015 in the Board Room of the Hamilton County Law Library. Board members in attendance were James T. O'Reilly, John Cobey, Michael Florez, and Timothy Reilly. Mary Jenkins, Law Librarian & Director, was also present, as were several directors of the Cincinnati Law Library Association.

Mr. O'Reilly called the meeting to order at 12:28 p.m.

Upon a motion by Mr. Cobey, seconded by Mr. Florez, the minutes of the July 16, 2015 board meeting were approved unanimously as written.

Next, Mr. Cobey reported on behalf of the fee schedule committee, presenting options for modification and addition to the Law Library fee schedule. Members of the Board spoke in favor of an approach that would generally focus on growing the subscriber base as a means of revenue growth as opposed to any significant increase in fees. Ms. Jenkins advocated for an increase in the base fee since there has been no such increase in ten years despite increases in costs of operation and in the CPI. There was limited interest in fees associated with videoconferencing services, extended research services, or a reduced fee for senior attorneys. Following discussion, Mr. Florez moved, seconded by Mr. Reilly, that the subscriber fees be increased to the following amounts: \$110 per solo attorney, individual attorney, and public subscriber, \$85 per attorney for firms of 2-14 attorneys, \$55 per attorney for firms of 15-29 attorneys, \$50 per attorney for firms of 30-69 attorneys, and \$45 per attorney for firms of 70+ attorneys with a \$6,000 cap on the total fee for a law firm. The motion passed unanimously. Mr. Reilly then moved that there be no fee for new bar admits' first year subscription. The motion was seconded by Mr. Florez and passed unanimously. Mr. Cobey then moved approval of Ms. Jenkins' proposal for notary service with a fee of \$1.00 per signature. The motion passed by a vote of three to one (Mr. Cobey, Mr. O'Reilly, and Mr. Florez in favor and Mr. Reilly opposed.)

Next, Ms. Jenkins requested approval to work with County Facilities Project Management and an architect on the development of capital forecast planning and conceptual renderings, with a proposal to the HCLLRB by its April meeting. The Board accepted Ms. Jenkins' proposal and asked for a report in April.

Ms. Jenkins presented a proposal for merit-based salary increases for staff for 2016. In harmony with past practice, the Board suggested that it would consider the proposal in January after the Board of County Commissioners took action for the departments under the BOCC, expecting that the HCLLRB would follow suit.

Ms. Jenkins proposed a meeting schedule for 2016, for meetings at 12 noon on the second Thursday of January, April, July, and October. The schedule was accepted without objection.

Mr. Florez moved to adjourn, seconded by Mr. Reilly. The motion passed unanimously and the meeting was adjourned at 1:10 p.m.

Minutes respectfully submitted,

A handwritten signature in cursive script that reads "Mary Jenkins". The signature is written in black ink and is positioned below the text "Minutes respectfully submitted,".

Mary Jenkins  
Law Librarian & Director