

Hamilton County Law Library Resources Board
Minutes
January 14, 2016

A regularly scheduled meeting of the Hamilton County Law Library Resources Board (HCLLRB) was held on January 14, 2016 in the Board Room of the Hamilton County Law Library. Board members in attendance were James T. O'Reilly, John Cobey, Michael G. Florez, Timothy P. Reilly, and the Hon. Josh Berkowitz. 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 12:39 p.m.

Upon a motion by Mr. Florez, seconded by Mr. Reilly, the minutes of the October 15, 2015 board meeting were approved unanimously as written.

The librarian's report was presented just prior to this meeting, during the meeting of the Cincinnati Law Library Association and was, therefore, not presented again.

Mr. Cobey commented positively on the Law Library's videoconferencing service, noting that it is a particularly impactful service that is offered to local government officials and subscribers. He asked whether the members of the Board were to play a role in staff performance evaluations. Mr. O'Reilly noted that is the responsibility of the library director to evaluate staff, though the Board does evaluate the director's performance.

Next, Mr. Florez made a motion to approve merit-based staff salary increases, retroactive to January 1, 2016 and up to 1.5%, consistent with Board of County Commissioners' resolution on increases. The motion was seconded by Mr. Cobey and passed unanimously.

Next, Mr. Florez made a motion to authorize staff travel for professional development and engagement as submitted by Ms. Jenkins. The motion was seconded by Mr. Reilly and passed unanimously.

Next, Mr. Cobey made a motion to ratify license agreements executed by Ms. Jenkins. Mr. Florez commented on several contract language issues that were resolved satisfactorily. Mr. Florez seconded the motion to ratify which then passed unanimously.

Ms. Jenkins presented a proposal to seek grant funding from the Consortium of Ohio County Law Libraries for video recording CLEs and related costs. Mr. Florez made a motion to approve the submission of grant application. The motion was seconded by Mr. Reilly and was passed unanimously.

Next, Mr. Cobey made a motion for the Board to go into executive session for personnel matters related to performance reviews. The motion was seconded by Mr. Reilly and passed unanimously. The executive session began at 1:00 p.m.

The meeting resumed in regular session at 1:15 p.m. Mr. Florez moved that the library director receive a merit increase of 1.5%, retroactive to January 1, 2016, consistent with the Board of County Commissioners' resolution on salary increases. The motion was seconded by Mr. Reilly and passed unanimously. Board members then commented favorably on the director's performance and on the library staff, generally.

There being no additional business before the Board, the meeting was adjourned by Mr. O'Reilly at 1:26 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 above the printed name and title.

Mary Jenkins
Law Librarian & Director