

**Hamilton County Law Library Resources Board**  
**Minutes**  
**April 16, 2015**

A regularly scheduled meeting of the Hamilton County Law Library Resources Board (HCLLRB) was held on April 16, 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, and Paul Allen, Risk Manager, Hamilton County, were also present, as were directors of the Cincinnati Law Library Association.

Mr. O'Reilly called the meeting to order at 12:25 p.m.

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

Mr. O'Reilly introduced Paul Allen, Risk Manager for Hamilton County, who then gave a presentation on the County's commercial all-risk property insurance policy and its implications for the Law Library. He distributed a summary to all attendees. The Law Library's collection, artwork, and materials are covered under the policy's fine arts provisions. Mr. Allen said that he will work with Ms. Jenkins on obtaining an appraisal of the library collection. The fine arts deductible is \$25,000 per occurrence. The County has a \$100,000 deductible and would need to address any structural and mechanical issues first, before the library responsibility would be expected. Mr. Allen noted that the policy covers riots and, further, that in the event of a catastrophic loss, the County might also be eligible for FEMA relief.

Next, Mr. Cobey reported that the fee schedule committee has reviewed information and will report again in July.

Ms. Jenkins presented a Memorandum of Understanding with the Consortium of Ohio County Law Libraries, for the Hamilton County Law Library Resources Board to accept a grant of \$7,920.02 for partial payment of the purchase and installation of videoconferencing equipment. Mr. Florez made a motion to approve the MOU as presented, which was seconded by Mr. Reilly, and approved unanimously.

Mr. Florez moved to ratify license agreements executed by the Law Librarian with EBSCO for the Legal Information Reference Center, with Wolters Kluwer for IntelliConnect, with Fastcase, Inc. for Fastcase, and with LexisNexis for the LexisNexis Digital Library, with the understanding that each agreement was approved by the Prosecuting Attorney as to form and that sufficient funds are available. The motion was seconded by Mr. Cobey and approved unanimously.

Mr. Cobey moved to express HCLLRB support for Ms. Jenkins' candidacy for an AALL executive board position, which was then seconded by Mr. Florez and approved unanimously.

Next, Mr. Florez made a motion, seconded by Mr. Reilly, and approved unanimously, to authorize travel expenses up to \$600.00 for Laura Dixon-Caldwell, reference librarian, to attend

the Southeastern Chapter of the American Association of Law Libraries meeting in Lexington, KY, April 15-17, 2015.

Ms. Jenkins presented a proposal for a subscriber area policy: "The subscriber lounge area is restricted to current law library subscribers, library staff, and county elected and appointed officials only, except when members of the public are invited to attend a library program or are otherwise accompanied by a subscriber, county official, or staff member." Mr. Florez made a motion to approve the proposed policy, effective immediately, with the addition of the words "public meetings" following "library program". The motion was seconded by Mr. Cobey and approved unanimously.

There being no additional business before the Board, the meeting was adjourned following a motion by Mr. Florez, seconded by Mr. Reilly, and approved unanimously at 1:15 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