

Hamilton County Law Library Resources Board
Minutes
August 18, 2016

A special meeting of the Hamilton County Law Library Resources Board (HCLLRB) was held on August 18, 2016 in the Board Room of the Hamilton County Law Library. It was properly announced per protocol. Board members in attendance were James T. O'Reilly, John Cobey, Michael G. Florez, the Hon. Josh Berkowitz, and Timothy P. Reilly. Mary Jenkins, Law Librarian & Director, was also present.

Mr. O'Reilly called the meeting to order at 12:00 noon.

Ms. Jenkins presented and explained the comparative salary analysis including comparable Ohio county law libraries salary data. Questions and concerns raised by board members included a significant increase in salaries during library leadership transition, the level of disparities between salaries for comparable positions and this library's, and the amount of the proposed increases. Board members expressed confidence in the work of the librarians and the valuable services provided. One member commented on other professional county employees who are paid less and on other benefits of county employment. Ms. Jenkins noted that the basis of comparison was other government law librarians in the region in similar positions with similar experience, as well as Cincinnati area librarian positions at entry level which pay significantly more. One board member noted a preference for incremental increases or the across-the-board increases but not both. Another member expressed concern for locking a new director into salary increases and budgetary impacts. Following discussion, Mr. O'Reilly made a motion, seconded by Mr. Florez, to authorize salary adjustments of up to three per cent for the reference librarian, the technical services librarian, and the outreach librarian, with other positions to be reviewed in the normal course of business. Further, the action is separate from and in addition to any future Board of County Commissioners' approved merit increases. The motion passed unanimously.

Next, Ms. Jenkins presented a proposal for a change in position title, changing the Assistant Law Librarian, Systems to Systems Librarian with no corresponding changes in duties. Mr. O'Reilly moved to approve the title change as presented with a second by Mr. Florez. The motion passed unanimously.

Ms. Jenkins presented a proposal for a public records searching policy and service as an additional value-added service of the library with a corresponding fee. Judge Berkowitz suggested that the search fee could be higher. Upon a motion by Mr. Reilly, seconded by Mr. Florez, the proposal for public records searching was approved with the words "who are licensed attorneys" stricken and the fee to be determined at a future meeting. The motion passed unanimously.

Ms. Jenkins submitted a letter of resignation for family reasons, effective October 31, 2016 with the possibility of a somewhat earlier departure. The board accepted her resignation without

objection. Mr. Reilly and Mr. O'Reilly will serve as the search committee with Ms. Jenkins providing administrative support for the search process.

There being no other business before the Board, Mr. O'Reilly adjourned the meeting by acclamation at 1:13 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