

Hamilton County Law Library Resources Board
Minutes
January 7, 2021

A regular quarterly meeting of the Hamilton County Law Library Resources Board (HCLLRB) was held on January 7, 2021 via Zoom and in person, pursuant to temporary measures under Ohio law permitting public meetings to be conducted via electronic means. Board members in attendance in person were Michael Florez. John Cobey, Justin Flamm and Elida Kamine participated via video link through Zoom. Lauren Morrison, Law Librarian & Director, was also present in person.

Mr. Cobey called the meeting to order at 10:35am. Ms. Morrison presented the minutes of the October 8, 2020 meeting. Ms. Kamine made a motion to approve the minutes as presented. Mr. Flamm seconded and the motion passed unanimously.

Next, Ms. Morrison presented the librarian's report, reopening update and financial update, previously distributed by email. The reports were accepted as presented.

Next, Ms. Morrison presented an updated position description for a Library Assistant position to be posted with County HR and a request for a supplemental appropriation of \$6000 for personnel expenses to the previously approved 2021 budget. Ms. Kamine moved to approve the position and supplemental appropriation, with an amendment to the salary. Mr. Florez seconded approval of the amended description and budget supplemental and the motion passed unanimously.

Next, Ms. Morrison presented the Request for Travel Authorization for 2021, previously distributed by email. Mr. Flamm moved to approved, seconded by Ms. Kamine and the motion passed unanimously.

Next, Ms. Morrison presented the following contracts for ratification: 1) Agreement by and between the Hamilton County Law Library Resources Board and EBSCO Publishing; 2) Agreement by and between the Hamilton County Law Library Resources Board and Thomson Reuters – staff access; 3) Agreement by and between the Hamilton County Law Library Resources Board and Thomson Reuters – patron access; 4) Agreement by and between the Hamilton County Law Library Resources Board and LexisNexis; 5) Agreement by and between the Hamilton County Law Library Resources Board and Fastcase.com, Inc.; and 6) Agreement by and between the Hamilton County Law Library Resources Board and Wolters Kluwer Tax & Accounting. Ms. Morrison indicated that all contracts had been reviewed and approved as to form by the Hamilton County Prosecutor's Office before signature. Ms. Kamine moved to ratify Ms. Morrison's signature on the agreements, seconded by Mr. Flamm, and the motion passed unanimously, except that Mr. Florez abstained from voting.

Next, Ms. Morrison presented her performance review documents, previously distributed by email. Mr. Cobey proposed reviewing these documents in a special meeting on January 21, 2021 at 9am. Ms. Morrison will prepare a meeting notice for a special meeting for the purposes of executive session on that date.

There being no other business before the Board, Mr. Flamm moved adjournment of the meeting at 11:44am. The motion was seconded by Mr. Florez and passed unanimously.

Minutes respectfully submitted,



Lauren Morrison
Law Librarian & Director