

## Clay County Law Library Board Meeting

Minutes from June 4, 2018

Members Present: Jenny Samarzja, Jean Hannig as proxy for Tracy Gompf, Mara Rausch, Judge Michael Fritz, Jenny Mongeau, Jade Rosenfeldt by phone.

Members Absent: Larry Schwartz, Tracy Gompf

Non-Members Present: Cecilia Knapp, Anne Hoefgen, Emily Lundbohm, Elaine Beitelspacher

Meeting minutes from March 9, 2018 were reviewed. Mara Rausch made a motion to accept, seconded by Judge Michael Fritz and motion carried.

Anne Hoefgen and Emily Lundbohm from Northwest Minnesota Legal Services were present to discuss onsite legal help. There were 120 people helped from January to May which averages out to approximately 24 per month or 6 to 8 per 2 hour time slot. Legal issues were mostly family law, domestic abuse, landlord/ tenant, and wills/guardianships. Emily reports that it is going well. Sometimes a line develops in the corridor and some people have to be turned away due to time constraints. Jenny Samarzja asked if there is anything we could do to improve the service such as a partition. It was suggested that a sign be made that says "Legal Clinic in Progress." Jean Hannig wondered if we should offer the service twice a week instead of once. Emily Lundbohm suggested that an afternoon shift would be helpful for some people. Jenny Samarzja noted that our contract with Legal Services is up in September of 2018 and any changes could be made at the September board meeting.

Budget and financial information was reviewed. The balance in our excess account was \$86,350.34

Patron usage of Westlaw research terminals was reviewed. Jenny S. noted that Academy Computer Services will be working with Tim Dent on the transition of the jail Westlaw terminal. Jean Hannig noted that there is now a sign for the terminal at the Livingston Lord Library.

The board proceeded to the election of officers and board members. Jenny Samarzja read the by-laws. The Law Library Board consists of 1 Judge, 1 County Commissioner, 1 County Attorney, 1 MSUM staff member and 1 staff member from Livingston Lord Library, 1 Public Defender, and 1 Attorney in private practice. Jenny Samarzja has accepted a position at UND and will no longer continue on the board. She endorsed Cecilia Knapp as her replacement. Tracy Gompf will no longer continue on the board and endorsed Jean Hannig as his replacement. Mara Rausch made a motion to install Cecilia Knapp and Jean Hannig on the board to replace Jenny Samarzja and Tracy Gompf. All other officers would continue in their positions. Judge Michael Fritz seconded and the motion carried. Jade Rosenfeldt indicated that she would be willing to

serve as president for one year. Elaine Beitelspacher agreed to continue on as secretary. Jenny Mongeau made a motion to install Jade as president and Elaine as secretary. Motion was seconded by Mara Rausch and motion carried.

The next meeting is scheduled for September 10, 2018 at noon in the Clay County Attorney's Office.

Meeting was adjourned.