

Clay County Law Library Board Meeting

Minutes from December 10, 2018

Members Present: Larry Schwartz, Jean Hannig, Mara Rausch, Cecilia Knapp, Jade Rosenfeldt, Judge Michael Fritz

Members Absent: Jenny Mongeau

Non-Members Present: Elaine Beitelspacher

Meeting minutes from September 10, 2018 were reviewed. Larry Schwartz made a motion to approve, seconded by Jean Hannig and motion carried.

Budget and Financial information was reviewed. Mara Rausch made a motion to approve, seconded by Larry Schwartz and motion carried.

Patron usage of Westlaw research terminals was reviewed. The patron usage format that Westlaw sends is confusing. Elaine will request that Westlaw send the information in a more understandable format.

The Toshiba copier was discussed. A representative from Toshiba, Tiffany Bolgrean, stopped in the library. She said that our copier is about 8 years old and was wondering if we are interested in replacing it. Elaine Beitelspacher noticed that the display screen is saying "Time for Maintenance" but other than that the machine seems to be working fine. She will contact Toshiba about maintenance and ask for quotes on what it would cost to replace it with a comparable copier. Jean Hannig suggested that we look into a maintenance plan.

A letter from Lexis Nexis was reviewed. They are requesting under the state freedom of information law "A complete copy of any and all current contracts that the agency has entered into for the provision of online legal research with any provider, including but not limited to Thomson Reuters (Westlaw)" Jade Rosenfeldt researched the issue and it seems that we are obliged to provide the information. She will send the requested information.

Cecilia Knapp asked if the Law Library would like a brochure rack for display. The board agreed and it will be displayed in the library.

Larry Schwartz made a motion to adjourn the meeting, seconded by Judge Michael Fritz. Meeting was adjourned.

The next meeting is scheduled for Monday, March 4, 2019 in the Clay County Attorney's Office.