

Hennepin County Law Library Board of Trustees Meeting

February 25, 2016

HCLL Board: Judge Kevin Burke, Chair; Sonya Peterson; Commissioner Randy Johnson; Judge Patrick Robben; Judge Margaret Daly; Michael McCarthy; Timothy O'Brien

Staff: Lois Langer Thompson, Acting Law Library Director; Karen Westwood, Law Library Administrator

Call to Order: Judge Burke called the meeting to order at 12:22 p.m.

Minutes

Timothy O'Brien moved acceptance of the minutes, seconded by Patrick Robben. Motion passed.

Director's Report

Law Library Administrator Karen Westwood updated the Trustees on the Strategic Plan quarterly report and additional initiatives:

Research: Holding steady on research and info questions; jail questions continue to rise; setting up meeting with Brian Blaha (Security) and Heather Stephens (Programming) at the jail.

Education: Update on HCLL staff participation in the Cedar-Riverside Pop Up Library Project submitted paper proposal for IFLA (August) and poster session at AALL (July).

Collection: Collection decisions are mostly driven by construction at this point.

Access: Planning Open House for March 25 – Noon to 2; Library hosted the Minnesota Association of Law Libraries here on February 23.

Staff: New administrator began work on December 14, 2015.

Funding: Administrator Westwood is reviewing income and expenses. The Board discussed filing fee income and believes this income is an unreliable long term funding source.

Construction Update: Construction slated to begin in May with a fall re-opening for the entire 24th floor. Library will stay open except for possible closing one afternoon to move reference desk and computers to temporary reference spot.

Bylaws Review: Administrator Westwood provided an overview of minor revisions to bylaws, including changing method for providing notice of meetings. Timothy O'Brien moved the bylaws as amended; seconded by Michael McCarthy. Motion passed.

Director Title: Acting Director Lois Langer Thompson proposed Karen Westwood be named Law Library Director and Lois Langer Thompson relinquish the Acting Law Library Director title. Sonja Peterson moved; seconded by Margaret Daly seconded. Motion passed.

Next Meeting

The next meeting will include discussion on filing fee amounts in Hennepin County as compared to other counties, recommendation for subscription fee change, collection update and usage statistics. Date to be determined.

Adjourn

The meeting was adjourned at 1:05 p.m.