

## **HCLL Board meeting**

**July 28, 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, Hennepin County Library Director; Karen Westwood, Law Library Director

**Call to order:** Judge Burke called the meeting to order at 12:15 p.m.

### **Approval of minutes**

Timothy O'Brien moved acceptance of the minutes, seconded by Randy Johnson. Motion passed.

### **Election of Officers**

Timothy O'Brien re-nominated the current slate of Judge Kevin Burke, President and Sonya Peterson, Vice-President. Randy Johnson seconded. Motion passed.

### **Director's report**

Law Library Director Karen Westwood updated the Trustees on initiatives since the last meeting.

**Promotional:** Successful Law Library open house on March 25 featuring remarks by Judge Burke and cake donated by Lindquist and Vennum; poster session about Cedar-Riverside collaborative Pop-Up Library project at American Association of Law Libraries annual meeting in Chicago in July; Hennepin Lawyer article about the library accepted for publication and due out in September 2016.

**Educational:** Ed Carroll presented to Probate Court service desk staff; Karen Westwood presented to the American Association of Visually Impaired Attorneys; the Law Library's CLE series will kick off with a September CLE on Legal Writing.

**Staffing:** Christopher Elkin has been interning at the Law Library over the summer and helped with reference, backlogged projects, and creating a user survey; staff loans to Hennepin County Library will begin in September.

**Collaborative Projects:** Completed Pop-Up library experiences in Cedar-Riverside neighborhood and began work on expungement workshops to be offered by Volunteer Lawyers Network (VLN) at Minneapolis Central Library and one other library location

**Opening Reception:** Law Library will open in new space on August 1. The Law Library will plan a "soft" opening reception in the fall and will join in celebrations for the entire floor at the end of the year.

**Credit Card Payments:** The Law Library anticipates being able to process credit card payments for subscriber fees beginning this month. A 2.45% fee is assessed on each transaction. The Law Library will absorb the service fee.

**Subscriber Fee:** Director Karen Westwood proposed increasing the subscriber fee, which hadn't been increased since 2011. Timothy O'Brien moved that the annual fee be increased to \$85 per attorney per year. Seconded by Michael McCarthy. Motion passed unanimously.

**Budget:** After some budget discussion, discussion was tabled. A follow-up special meeting by phone will be scheduled in August.

**Next Regular Meeting:** Director Karen Westwood and HCL Director Lois Thompson will develop proposal for raising filing fees for presentation to Law Library Board of Trustees and Hennepin County Commissioners

**Adjourn**

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