



SPECIAL MEETING AGENDA

CLALLAM COUNTY LAW LIBRARY BOARD

223 East 4th Street, Room 160
Port Angeles, Washington
January 24, 2024 – 12 p.m.

The Clallam County Law Library Board meeting will also be available virtually at:

If you would like to participate in the meeting via Zoom audio only, call 253-215-8782 and use meeting ID: 875 561 7844 and passcode: 12345

If you would like to participate in the meeting via Zoom video conference, visit <https://zoom.us/j/8755617844> and use meeting ID: 875 561 7844 and passcode: 12345

This meeting can be viewed on a live stream at this link: <http://www.clallam.net/features/meetings.html>

Public comment and questions can be directed to 360-417-2256 or loni.gores@clallamcountywa.gov

CALL TO ORDER, ROLL CALL

REVIEW AND APPROVAL OF AGENDA

PUBLIC COMMENT – Please limit comments to three minutes

APPROVAL OF MINUTES: September 27, 2023

BUSINESS ITEMS

- Appoint new Board of Trustees President and Vice President
- Orientation
- Forming a work group to study and make recommendations on the following issues:
 1. Law library "vision statement."
 - a. Who served?
 - b. How to enhance access to justice?
 2. Location of law library
 3. Resources available through the law library (electronic vs. hard copies)
 4. Collaboration with NW Justice
- Lexis Nexis Contract Amendment – WA Practice Library

PUBLIC COMMENT – Please limit comments to three minutes

NEXT MEETING DATE – September 25, 2024 at 11 a.m.

ADJOURNMENT

**Clallam County
Law Library Board**

**Draft Minutes
September 27, 2023**



CLALLAM COUNTY LAW LIBRARY BOARD MINUTES of September 27, 2023

MEETING OF THE CLALLAM COUNTY LAW LIBRARY BOARD

Chair Lindsey Schromen-Wawrin called the meeting to order at 11:04 a.m., September 27, 2023. Also present were Commissioner Ozias, and Brent Basden. Elizabeth Schwantor and Donna Knifsend were absent. Penny Ruby, Law Library Assistant, was also not present.

CALL TO ORDER, ROLL CALL

Schromen-Wawrin noted that Elizabeth Schwantor emailed that she would not be present, and she will be resigning immediately. He also spoke with Donna Knifsend, and she will not be present today and will be resigning. He mentioned that he added to the agenda to appoint a new Board of Trustees chair and vice chair because he has been on the board for over 5 years, and he is ready to not be over capacity with the items he has on his plate. He plans to resign.

REVIEW AND APPROVAL OF AGENDA

ACTION TAKEN: Ozias moved to adopt the agenda as presented, Basden second, mc

APPROVAL OF MINUTES

- September 21, 2022

ACTION TAKEN: Basden moved to approve the minutes as presented, Ozias second, mc

BUSINESS ITEMS

- Approve the Annual Report

Basden would like to note that Penny Ruby, the Law Library Assistant, is absent. Law Library Members confirmed they received the report. Schromen-Wawrin questioned what needs to be kept in print and what can be electronically. Members held a discussion.

ACTION TAKEN: Basden moved to approve the annual report, Ozias seconded, mc

- Proposed Renewal LexisNexis Contract
Law Library Board Members held discussion.

ACTION TAKEN: Basden moved to approve the LexisNexis contract renewal, Ozias seconded, mc

- Appoint new Board of Trustees chair and vice chair

Schromen-Wawrin clarified that after reviewing its President and there is no requirement to have a Vice President. He mentioned that 3 current members will be resigning. He noted that new members will be selected at the December annual Clallam County Bar Association Meeting. Members discussed who the Clallam County Board of Commissioners Chair and Presiding Judge will be in 2024. Members decided to create an Interim President and Vice President and hold a meeting in January 2024 to select a new President and Vice President.

ACTION TAKEN: Ozias move to nominate himself to serve as Interim President until the Clallam County Law Library can hold a meeting in January

Basden amended the motion to also nominate himself to serve as Vice President until the Clallam County Law Library can hold a meeting in January, Schromen-Wawrin seconded, mc

NEXT MEETING DATE

- Special meeting - Wednesday, January 24, 2024 at 12 p.m.
- September 25, 2024 at 11 a.m.

CONCLUDED - Meeting concluded at 11:33 a.m.

CLALLAM COUNTY LAW LIBRARY
Location: Rm 175 Basement
Mailing: 223 East 4th Street, Suite 17
Port Angeles, WA 98362-0149
(360)417-2287

TO: Board of Trustees, Clallam County Law Library

Lindsey Schromen-Wawrin (Attorney) (Chair)
Brent Basden (Superior Court Judge)
Mark Ozias (County Commissioner ex officio trustee)

FROM: Clallam County Law Librarian / (360) 417-2287 / pruby@co.clallam.wa.us
Penny Ruby

DATE: November 29, 2023

SUBJECT: DRAFT Minutes / Clallam County Law Library Board Of Trustees
Meeting held September 27, 2023, at 11:00 a.m.

Attended by Clallam County Law Library Trustees:

Lindsey Schromen-Wawrin (Attorney / Chair) In Person (LSW)
Brent Basden (Superior Court Judge) In Person (JB)
Mark Ozias (Ex Officio Trustee) In Person (CO)

Rachel Weed, Deputy Clerk of the Board, Clallam County Commissioners Office / In Person

The meeting noted above was held as scheduled and attended as noted. This meeting was also made available "remotely" (meeting information shared with Clallam County Law Library Board of Trustees -- as noted in Ms. Gores email of September 18, 2023, 3:20 P.M., Meeting ID: 875 561 7844, passcode: 12345).

Video/Audio available at the Clallam County Website with Clicks to:

Departments
Commissioners
Boards, Committees, and Commissions + (scroll down to)
Law Library Board (click on)
Clallam County Access to Live & Archived Meeting Recordings, Agendas & Minutes (scroll down to "Available Archives" heading and click on)
+Boards and Committees Meetings (scroll down to)
Law Library Board Meeting Sep 27, 2023 (click on Video)
(Scroll & Click hint – there are scroll bars-boxes within scroll bar boxes)

Time signature from 00:06 / 35:56 - to hear the word for word of summary below (recording a little low on volume to always catch exact wording).

At time signature 6:56

Lindsey Schromen-Wawrin - I'll call the meeting to order.

Roll was called and was attended by the Clallam County Law Library Trustees as noted on Page 1 above.

Video/Audio context for meeting motions can be viewed as noted above, or referenced in meeting summary (10 pages), attached for reference.

1) Motion re approve the Agenda
(which was distributed in September of 2023 and previously provided for review):

Commissioner Ozias – I would move we approve our Agenda.

Judge Basden – I'll second that.

Lindsey Schromen-Wawrin – Any objection to approving the Agenda? Hearing none the agenda is approved.

2) Motion re approve the Minutes from September 21, 2022?
(which was previously distributed for review):

Judge Basden – I will move to approve the Minutes.

Commissioner Ozias – I will second.

3) Motion re approve the Annual Report
(which was distributed in September of 2023 and previously provided for review):

Judge Basden – I will move to approve the Annual Report. (Page 3 Summary Attached)

Commissioner Ozias – And I will second your motion. (Page 3 Summary Attached)

Lindsey Schromen-Wawrin – Is there any further discussion? (Page 5 Summary Attached)

Lindsey Schromen-Wawrin – Any Objection to approving the Annual Report? (Page 5)

Lindsey Schromen-Wawrin – No Objection – that is approved by unanimous consent. (Page 5)

4) Motion re Proposed renewal LexisNexis Contract
(previously distributed for review and included in packet provided for this meeting)

Lindsey Schromen-Wawrin – “. . . is there a motion to recommend renewal of the LexisNexis contract? (Page 6 Summary Attached)

Judge Basden – I'll move that we recommend that. (Page 6)

Commissioner Ozias – I will second your motion. (Page 6)

Lindsey Schromen-Wawrin – Any further discussion? (Page 6)

Lindsey Schromen-Wawrin – Any objection to recommending renewal of the LexisNexis contract? (Page 6)

Lindsey Schromen-Wawrin – Alright. Hearing none – that recommendation is approved. (Page 6)

5) Motion for new Board Of Trustees positions identified as the “President” and “Vice President” (Page 6, 7, and 8 Summary Attached)

Commissioner Ozias – “. . . I would be happy to nominate myself to serve as interim president of this board until such time as we're able to hold a meeting in January with a newly constituted board.” (Page 7)

Judge Basden – “And I would combine that with . . . nominate myself to be the vice president to work together to make this happen”. (Page 7)

Lindsey Schromen-Wawrin - And so any objection? “. . . so unless there's an objection the Chair takes it as a motion . . . to Mark being interim president for the Board Of Trustees and Judge Basden the um interim Vice President for the Board Of Trustees and then plan for a meeting in January to reconstitute the Board following the Clallam County Bar Association elections.”.

6) Motion re Board Of Trustees Meeting Date:

Lindsey Schromen-Wawrin – “Is there any objection to that Wednesday, January 24, noon 59 1:00 p.m. meeting as our next meeting time?

Judge Basden – No Objection.

Commissioner Ozias – No Objection.

Lindsey Schromen-Wawrin - In that case we are adjourned. (Time 6:56 – 35:56)

CLALLAM COUNTY LAW LIBRARY
Location: Rm 175 Basement
Mailing: 223 East 4th Street, Suite 17
Port Angeles, WA 98362-0149
(360)417-2287

TO: Board of Trustees, Clallam County Law Library

Lindsey Schromen-Wawrin (Attorney) (Chair)
Brent Basden (Superior Court Judge)
Mark Ozias (County Commissioner ex officio trustee)

FROM: Clallam County Law Librarian / (360) 417-2287 / pruby@co.clallam.wa.us
Penny Ruby

DATE: November 29, 2023

SUBJECT: DRAFT Meeting Summary / Clallam County Law Library Board Of Trustees
Meeting held September 27, 2023, at 11:00 a.m.

Attended by Clallam County Law Library Trustees:

Lindsey Schromen-Wawrin (Attorney / Chair) In Person (LSW)
Brent Basden (Superior Court Judge) In Person (JB)
Mark Ozias (Ex Officio Trustee) In Person (CO)

Rachel Weed, Deputy Clerk of the Board, Clallam County Commissioners Office / In Person

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Time signature from 00:06 / 35:56 - to hear the word for word of summary below (recording a little low on volume to always catch exact wording).

At time signature 6:56

Lindsey Schromen-Wawrin (LSW) - I'll call the meeting to order.

Roll call:

Lindsey Schromen-Wawrin (LSW), Chair, our President of the Law Library Board Of Trustees, here with Judge Basden and Commissioner Ozias. We are missing Elizabeth Schwantor, one of the Clallam County Bar Association Trustees, who just notified us that due to unforeseen circumstances she needs to resign immediately from the Board. Also, I had the opportunity last week to talk with our other Board member from the Bar and she has had some pretty serious medical issues earlier this year and those are continuing and so she is asking us to find someone else.

On the agenda I put appoint new Board Of Trustees Chair and Vice Chair because I've been on, for I think, over five years now and I'm ready to not be over capacity in the things I have on my plate, so my intent is to resign from the Board at the Clallam County Bar Association annual meeting. We'll have elections for new Board members which is something we need to just "routinize" in the Bar Association. There are supposed to be 4 year terms per statute and we have not been following that. So it sounds like we'll have to do 3, unless somebody twists my arm - which I really hope doesn't happen.

So – I'll call the meeting to order. Do we need more roll call than that?

Rachel Weed, Deputy Clerk Of The Board, No that's fine.

LSW - Review and approval of agenda. Does anyone have additional items for the agenda?

Commissioner Ozias (CO) – I would move we approve our agenda.

Judge Basden (JB) - I'll second that.

LSW – Motion to approve the agenda and it is seconded. Any objection to approving the agenda? Hearing none the agenda is approved. Is there any public comment? I don't think there is anyone online. (Rachel Weed, No one is online.) And there is no one else in the room so we are done with public comment.

Is there a motion to approve the minutes from September 21, 2022?

JB – I will move to approve the minutes.

CO – I will second.

LSW – Any comment? Any objection to approving the minutes from September 21, 2022? Hearing none those minutes are approved.

So Business Items. Approve Annual Report. The Annual Report prepared by Penny Ruby – are long.

JB – We should maybe make note that she isn't able to be here today.

LSW – Yeh. I didn't realize she wasn't going to be able to be here.

JB – Didn't I see something about medical?

CO- Yeh. I think it was unexpected. She emailed yesterday, or a couple of days ago.

LSW – Did you want to discuss first or did you want to have a motion first?

JB – I'm not sure what the motion would be, I just thought we should note that she's not here.

LWS – Oh. I just meant about the Annual Report (inaudible).

JB – I will move to approve the Annual Report.

OC – And I will second your motion.

LSW – I have something to say, I just want to see if either of you want to speak to it first. The gist of it is that we are still in transition from figuring out what we want to keep in print and what works electronically and I feel like ten years out of Law School now I don't have a good grasp of what the electronic resources are and do we still need Washington Digest in print and updated? Do we still need RCWA in print and updated? Or is that now available through the computer console?

So I think that's ongoing work but not something we're going to solve right now.

CO - Is that something that might be appropriate to request a recommendation from the Bar Association or do you have any suggestions as to how we would ultimately make that determination?

JB – Well this is – yes – um – last year in the meeting we formed a little committee to kind of take a look at that – more so related to the jail. Ms. Schwantor and I did speak about that and finally concluded that mainly this is more of an issue of economics than desires. I mean for example, the Superior Court, we've given up our subscriptions to the hard copy, the bound copies, just because it's a lot of money and there's just no reason why we can't just look at it on our screen and if we really want something, we can just print it and so it just seems that continuing to pay for hard copies is (inaudible) and so why ask.

I mean there are still people that kind of like a book in their hands and I understand that – I kind of do too – but you know its just not where we're headed.

LSW – So do you know if the Washington Digest and the RCWA are available through the subscription that the Law Library has?

JB – I believe that the basic package is the RCW, I think it has the Washington Appellate and Supreme Court decisions – and then there's some secondary services like Washington Practice and I'm not sure if there are the Bench Books – but actually if you have the Washington Statutes and Case Law and Washington Practice, which is really just kind of a commentary on the Statutes and the Case Law and then you also have Rules Of Evidence and the Court Rules, that's 95% or maybe more than 95%.

LSW – I mean that's the content, but you're still missing, I think, 2 of the key finding tools which is the annotations in the RCW – but it sounds like maybe that's included? Maybe that's not and the Digest is a different kind of finding tool that incredibly valuable.

JB – I guess its been even longer since I've been in Law School – so I know how I do my own research and if you're using like Lexis or West Law – then there are key codes and so if you – you know you can drill down from – if you bring up the Statute then it will tell you all the key codes and you can kind of go from there to . . .

LSW – So it sounds like its annotated.

JB – It is annotated and particularly the Statutes – you know each Statute give you all the cases that have spoken to that statute – or at least – lots of them – and so I would think that they do. I guess maybe what I should do is wander down to the jail and ask to log on and just see – U know – how that works – but my impression . . .

LSW – Yeah, that works –

JB – But my impression and understanding is that they have access to what they need and actually we rarely see anything – rarely maybe too strong a work – we don't see information coming out to the local jail – in terms of legal research – it comes out of the prison system – from their law library – you know as we get writs from Inmates at Walla Walla and Clallam Bay.

You know we've had a couple of criminal trials where a person has elected to represent themselves. I've done two I think – Judge Barnhart – I don't know if Judge Erickson has done one – but – in those situations we've made very particularized rulings related to the needs of that individual and you know – what do you want – and then we've utilized the Prosecutor's office to make sure and I think our own office and the Law Library to make sure they have what they need for their case. So its not such a volume that everybody needs everything. If you get 1 or 2 or 3 cases a year where someone is representing themselves then its probably cheaper or more efficient to just meet that individual need as opposed to try and provide everything for everybody and the rest of them have attorneys – so anyway -.

LSW – The topic and key number system and descriptive word index part of the Digest are the part of the Digest that I am still not sure – I just need to spend an hour down there.

JB - And I could too – you know maybe I'll just want down to talk to – uh you know – when the library is open and just reaffirm what's still there um and um – but even you know like the Revised Code of Washington, I mean all that stuffs available online – ah – so – uh - but I can also go down and check to make sure.

LSW – Yeah – and just to clarify my concern is not the RCW – I can pull up here (lap top) but the --- but the annotations is the key part and the ability to go into the Law Library and say I want to find the answer to this particular question is impossible to do if you don't have the finding tools.

JB – I agree.

LSW – But because we're in the transition to electronic resources it seems like we're moving to more being on the computer – the space now – I've used it – it's a quiet space – you have access to this computer – it works in that way – so I think there's just a little bit more review of like what's needed, what's not needed.

JB – I'm willing to take the assignment to go to both the Jail and the Law Library and just double check to see what's there.

LSW – So – Penny's two Schedules, Budget Change Requests, to me speak to this question of where are we at in this transition to electronic resources. I don't feel the need to take action on either of those because I think we haven't actually degraded the library, we've just converted them, we've just converted them to more - (@ 18:25) _____? which was going to happen basically due to technology.

Remind me – we did make a motion to approve the Annual Report?

CO – I believe it has been moved and seconded.

LSW – Is there any further discussion?

Any objection to approving the Annual Report?

No objection – that is approved by unanimous consent.

LSW – Our next item is the proposed renewal of the Lexis Nexis contract. I apologize I'm not fresh on that.

CO – I would imagine that this is probably just a formal endorsement from this Board that we should – that there would be an indication to IT and the Commissioners – due process – that this would be the appropriate resource expenditure.

JB – Right and I believe that it is – I mean – I think that is what you have to have.

CO – What we have now and when – if and when – we have a recommendation for an additional resource – whether that's online or if print is the right tool for any reason – we'll look for a recommendation to this Board as to what additional resource would be necessary.

LSW – There was a comment on the very last page of the Annual Report about the amount of the budget line item Lexis Enhanced – Full Federal appears to be \$3,004.00 more than (@ 20:26) _____? and I'm not quite sure how to understand that. On the very last page of the Annual Report.

CO – That just looks like probably the cost of the increase for the service.

LSW – OK.

JB – I mean I think what - maybe what we're adding is – I mean the way that Lexis works is that you - they have a vast array of materials and depending on your subscription, its like TV – how many channels do you get – and so it looks like the request – there is just to add access to all the Federal materials, I think that would be reasonable.

LSW – That makes sense to me.

JB – Given particularly in the criminal area, understanding what the Federal Court -- understanding -- what the courts are saying about constitutional provisions -- search and seizure -- I don't think you could adequately do research if you didn't have that . . .

LSW – Yeh. JB – . . . check . . . I think that would be reasonable.

LSW – The contract in the meeting packet includes Washington Enhanced with the Full Federal – the monthly commitment is blank – that's on page two . . .

JB – Well if you subtract 3,024.00 from 7,452.00 and I think you get the number.

LSW – Yeh. And then one other thing I noticed it's a monthly billing instead of an annual billing -- I have no idea if there is a discount for annual billing instead of monthly, but I don't see a reason not to do the cheaper billing frequency.

CO – Absolutely -- I would just be happy to just sort of double check that with IT to see why that's the case.

LSW – With those comments in mind is there a motion to recommend renewal of the LexisNexis contract?

JB – I'll move that we recommend that.

OC – I will second your motion.

LSW – Any further discussion? Any objection to recommending renewal of the LexisNexis contract? Alright. Hearing none -- that recommendation is approved.

LSW – As to Board of Trustees Chair and Vice Chair -- after I added that to the agenda, I reviewed the statute and its technically "President", so that would be Board President -- and there's no requirement to have a Vice President or Vice Chair, however, I think its just a best practice if something unforeseen happens -- so um -- as we discussed at the top of the meeting it sounds like the three of us who are Clallam County Bar Association representatives are either resigning or have resigned, before, or basically after this meeting, but we'll find new people in December at the Clallam County Bar Association meeting. That would leave two logical people to be the President and Vice President.

CO – The main concern that I would have is I don't anticipate being Chair of the Board next year and so it's likely that this Board will have a new Ex Officio member serving in my position.

JB – Well I don't, I suppose, know whether I'll be the Presiding Judge next year. It's typically rotated, ah, but is it possible that -- uh -- I mean I hate to punt too far, but is it possible that say -- January -- we have a short meeting to see who is sitting around the table to have a discussion?

CO – That makes sense to me.

LSW – So could we, so, just to clarify, the State Statute that governs this Board says:

- (1) Unless a regional law library is created pursuant to RCW 27.24.062, every county with a population of three hundred thousand or more must have a board of law library trustees consisting of . . .

Oh, that's the wrong subsection . . .

So the subsection for our size is: "The chair of the county legislative authority is an ex officio trustee . . .",

so that's covering the Chair of the County Commissioners,

" . . . the judges of the superior court of the county shall choose one of their number to be a trustee, and the members of the county bar association shall choose three members of the county to be trustees."

So, you know it doesn't matter who the presiding judge is.

JB – Right. It's just that we've typically had the presiding judge sit on this board and if that's not me, I hate to volunteer somebody else – (that is not present?) – laughter re: volunteering _____?

LSW – At least for the purpose of making sure that next meeting happens, um, can we create an interim president and an interim vice president, um, at this point – just so that – um – staff are – know who to go to for the agenda review?

JB – Well, um, we can, and I, it sounds like its more definite that you're (CO) not going to be here?

CO – I would be very, very surprised if I were chair of the board next year. I also don't mind serving as interim president of the board and making sure we get a meeting organized in January. I'd be happy to do that.

JB – Ah whatever is, well ah . . .

OZ – It might be easier for me to do that and work with our team, ah . . . it would be just one less connection that would need to be made, so I would be happy to nominate myself to serve as interim president of this board until such time as we're able to hold a meeting in January with a newly constituted board.

JB – And I would combine that with . . . nominate myself to be the vice president to work together to make this happen.

LSW – I'm gonna assume that that's a motion.

CO – Yes.

LSW – And so any objection.

JB – I'm amending his motion to add myself.

LSW – Well it's a nomination but it was phrased as a motion so unless there's an objection the Chair takes it as a motion and – any objection to Mark being interim president for the Board Of Trustees and Judge Basden the um interim Vice President for the Board Of Trustees -- and then a plan for a meeting in January to reconstitute the Board following the Clallam County Bar Association elections.

CO – Lindsey, would you suggest that it would be easiest for members of the Bar if we were to try and establish that date either now or relatively soon so that um people know what to plan for? Or would it be more ah – would it be better to wait and see (who the Bar appoints?) and then attempt to schedule a date based on their schedules? I'm happy to do whatever you think would be most effective with the members of the Bar.

LSW – I think it could go either way and we could pick a kind of default date now if that makes sense – because this room reservation is awfully complicated and then if that doesn't work – then we reschedule it.

JB – My view, almost always, if you don't have a plan, you can't change it.

CO – That's fine with me. Mostly, I am a little bit, not really, uncomfortable – but I feel like the Bar Association representative are key members of this Board and I don't want to presume what would work best for them, but I would be happy to set a meeting date so that we could know what we're shooting for.

JB – I would think like maybe Wednesday the 17th of January?

Some date discussion . . .

JB – OK, the 24th?

OC – That's a great day for me.

LSW – OK, so what time on the 24th? So at noon?

JB – Yeh.

LSW – Alright, so I'll work with the new Bar members to um, to make sure the transition happens in December, um, and the default next meeting will be January 24th at noon, um, and that will be a "Special" meeting - so just to make sure that – it might make sense to maybe have an orientation or something like that – as an Agenda item.

JB – Well maybe, also an agenda item is to pick when we'll have an annual meeting.

LSW – Yeh, we have a default date of September 25th at 11:00 a.m. and we've set that as a recurring meeting, so we don't - it's not a "Special" meeting -- is my understanding of where we're at with that.

CO – Does it have to be a "Special" meeting with just sort of one subject – or can we just notch up a Board meeting so we can touch on an orientation and maybe do a check in on – is there any update on electronic material.

LSW – I think I should defer to the County's Civil Attorney on the question of whether that can be a regular meeting. I mean the requirement from State law is that we have at least one meeting a year – and then for the Open Public Meetings – if its not a regularly recurring meeting – I think we're stuck with it being a "Special" meeting – but I don't remember that part of the OPMA well enough to actually say.

CO – OK. Well, I will double check and if it has to be a single subject "Special" meeting then we'll focus in on nominating new Board President and Vice President. If we can hold it as a regular meeting, then maybe we can add – if there is any update on additional electronic resource – that may or may not be necessary – and doing a little bit of orientation.

LSW – I don't think it has to be a single subject "Special" meeting – its just with a "Special" meeting – everything that's going to be discussed should be on the agenda.

CO – OK. Well, I guess that's right.

JB – And I will just take the initiative to do a little checking with the jail law library and issue a – ah – what I find to the Board.

CO – That would be great.

JB – And then we could . . . if somebody feels the need to – you know – maybe I'll try to send a recommendation or something like that.

CO – If you think about it – when you do that – um – give me a call. I wouldn't mind tagging along if my schedule allows.

LSW – Is there any objection to that Wednesday, January 24th, noon to 1:00 p.m. meeting as our next meeting time.

JB & CO – No objection.

LSW – So ah, there's nobody else from the public here in the room and I assume there is nobody online and so our next meeting date will happen January 24th, and then at this point – September 25th at 11:00 a.m. will be the next regular meeting of this body.

CO – And Lindsey, what is the best way to share the agenda - to communicate with the Bar?

I'm checking with the Bar President that this election can be on the annual meeting, aka holiday party in December. I don't know what that date is, and I don't know if that date's known yet. Um – and so I think we'll be able to internally, within the Bar, pick 3 people, or twist three people's arms and then I'll make sure that we get those people's names to you and your staff.

CO – So when we get this agenda put together, which we're just going to try and get done in the next week or so, would it be better for me to get that to the Bar through you, or would it be more appropriate for us to communicate directly with the President?

LSW – I think its just going to be those three people. Um, consider me the liaison for making sure this happens. One of our concerns within the Bar is if we do 3 appointments every 4 years, it could easily get forgotten within 4 years time and so we were discussing having staggered appointment – but you know – given Elizabeth and best laid plans – or not. So we'll figure that out kind of what our schedule is – but ideally as the Bar we adhere to the Statute as much as possible. Its not always the Bar Association's forte. Any other discussion?

LS – In that case we are adjourned.

**Clallam County
Law Library Board**

**LexisNexis proposed
agreement amendment
WA Practice Library**



LEXIS® AMENDMENT FOR STATE/LOCAL GOVERNMENT WITH LIBRARY PATRON ACCESS

"Subscriber" Name: Clallam County Law Library
Account Number: 100005NAC
"LN": LexisNexis, a division of RELX Inc.

1. Amendment

This Amendment ("Amendment") amends and supplements the terms of the Lexis® Subscription Agreement previously entered into between LexisNexis, a division of RELX Inc. ("LN") and Subscriber (the "Subscription Agreement"). This Amendment shall serve as Subscriber's acceptance of the General Terms & Conditions for Use of the Online Services in effect as of the date of this Amendment and displayed at: <https://www.lexisnexis.com/en-us/terms/GovtAcademic/terms.page>.

2. Certification of Use of Lexis by Librarians/Library Staff

- 2.1 Subscriber certifies that the number of government professionals in Subscriber's organization who will have access to Lexis is as set forth below. A "Government Professional User" is defined as a librarian or researcher who is employed by the Subscriber.

Number of Government Professional Users:	2
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- 2.2 Each LN ID is issued for the individual use of the Government Professional User to whom it is assigned. A Government Professional User may not (i) share their LN ID(s) or (ii) perform research for a library patron or any other individual using their LN ID(s).
- 2.3 If Subscriber, at the time of signing this Amendment has 11 or more Government Professional Users, then Subscriber is required to notify LN if the number of Government Professional Users falls below 11. Subscriber shall, within 30 days of the staffing change, notify LN in writing.

3. Use of Lexis by Library Patrons

- 3.1 In addition to use of Lexis by Subscriber's Government Professional Users, Subscriber's "Authorized Users" may also include Subscriber's library patrons who are accessing Lexis through the use of on-site library terminals (up to the specified number on Schedule I) at Subscriber's location(s) listed below (each a "Patron"). Non-Patrons of the library or any other persons who are not Government Professional Users are prohibited from receiving access to or use of Lexis under this Amendment. Remote access to Lexis (e.g., via dial-up or other remote connection) is strictly prohibited.

Location (address, city and state)	# of Terminals
223 E 4th St Ste 17, Port Angeles, WA 98362	2

- 3.2 Subscriber acknowledges and agrees that each Patron may access Lexis only from a library terminal that includes an acceptance screen (as the same is provided by LN) which requires the Patron to accept the LexisNexis General Terms and Conditions of Use. Each Patron must activate an "I Accept" button following the terms and conditions before the Patron will be permitted to access Lexis. If the Patron clicks on "Do Not Accept", "Cancel" or otherwise fails to click "I Accept", then the Patron will not have access to Lexis.

- 3.3 Subscriber's contact and technical information for its library terminals is set forth in the attached Schedule I.

4. Lexis Product and Charges

- 4.1 This Section 4 amends the Subscription Agreement with respect to the Lexis product offering described below. The term of Subscriber's commitment for the Lexis product offering will begin upon the date Subscriber's billing account ("Account Number") is activated ("Activation") and will continue for the last period set forth in Section 4.2 below (the "Committed Term"). Subscriber may not terminate this Amendment under Section 5.2 of the General Terms during the Committed Term. In addition, Subscriber may terminate this Amendment during the Committed Term for a material breach by LN that remains uncured for more than 30 days after LN receives written notice from Subscriber identifying a specific breach. If Subscriber terminates this Amendment pursuant to this Section, then Subscriber will pay all charges incurred up to the date of termination.

Lexis Content & Features for Use by Government Professional Users		
Product	SKU Number	Number of Users
WA Enhanced with Full Federal	1011650	2
WA Practice Library	1012239	

Lexis Content & Features for Use by Library Patrons		
Product	SKU Number	Number of Users
WA Enhanced with Full Federal	1011650	2
WA Practice Library	1012239	

- 4.2 In exchange for access to the Lexis Content, Feature and/or Service set forth in Section 4.1 above, Subscriber will pay to LN the following amount (the "Monthly Commitment") during the periods set forth below.

Committed Term	Monthly Commitment
1/1/2024 to 12/31/2024	\$606

- 4.3 During the Term, LN may make content and features available to Subscriber that are not included in the Lexis Content described above which will be offered to Subscriber at an additional charge ("Alternate Materials"). Subscriber will be under no obligation to access and use the Alternate Materials, or to incur additional fees beyond the Monthly Installment. If Subscriber elects to access the Alternate Materials by initialing below, Subscriber will be notified that additional charges will apply before the Alternate Materials is displayed. If Subscriber proceeds to access the Alternate Materials, Subscriber will pay the then current, transactional charge(s) for the Alternate Materials that is displayed at the time of access.

Subscriber elects access to the Alternate Materials

(Initial)

- 4.4 LN may temporarily suspend access to Lexis until all unpaid amounts are paid in full. No claims directly or indirectly related to this Amendment with respect to amounts billed or payments made under this Amendment may be initiated by Subscriber more than 6 months after such amounts were first billed to Subscriber.

5. Closed Offer

The prices and other terms are subject to change if Subscriber has not submitted a signed original or copy on or before 12/31/2023.

6. Confidential Information

Subject to any state open records or freedom of information statutes, this Amendment contains confidential pricing information of LN. Subscriber understands that disclosure of the pricing information contained herein could cause competitive harm to LN, and will receive and maintain this Amendment in trust and confidence and take reasonable precautions against such disclosure to any third person. This Section 5 will survive the termination or expiration of this Amendment.

7. Support and Training

During the Term, Subscriber, with the support of LN, agrees to encourage the effective use of Lexis through:

- (a) Meaningful participation in additional ongoing programs presented by LN to update and train Authorized Users;
- (b) Authorize the periodic distribution of memos or other communications by LN and/or Subscriber to Authorized Users; and
- (c) The periodic review with LN of Subscriber's Authorized User's use of materials and training under this Agreement.

8. Miscellaneous

- 8.1 This Amendment does not bind either party until it has been accepted by both parties. Subscriber may accept this Amendment by signing below. LN will accept this Amendment by providing Subscriber with access to Lexis or by signing below.
- 8.2 If Subscriber issues a purchase order in connection with the Agreement, Subscriber acknowledges and agrees that the purchase order shall be for Subscriber's internal purposes only and shall not modify or affect any of the other terms or conditions for access to the Online Services.

LEXISNEXIS WILL NOT ACCEPT ANY CHANGES, CORRECTIONS OR ADDITIONS TO THIS AMENDMENT UNLESS SUCH CHANGES ARE EXPRESSLY ACCEPTED BY LN IN WRITING. SUCH CHANGES WILL HAVE NO LEGAL EFFECT.

AGREED TO AND ACCEPTED BY:

Subscriber: Clallam County Law Library
[MUST BE COMPLETED BY SUBSCRIBER]
Authorized Subscriber Signature: _____
Printed Name: _____
Job Title: _____
Date: _____

LexisNexis, a division of RELX Inc.

[COMPLETED BY LEXISNEXIS]

Authorized Signature: _____
Name: _____
Job Title: _____
Date: _____



LexisNexis[®]

DRAFT

**LEXIS[®] AMENDMENT FOR
STATE/LOCAL GOVERNMENT WITH
LIBRARY PATRON ACCESS**

CUSTOMER INFORMATION (Please type or print):		
Organization Name: (Full Legal Name)	Clallam County Law Library	
Billing Frequency:	☐ Monthly	☒ Annually
Physical Address		Invoice Address
Street Address:	223 E 4th St Ste 17	
City:	Port Angeles	
State:	WA	
Zip:	98362	
County:	Clallam	
Telephone:	360-417-2287	
Fax:		
Parent Company: (if applicable)		

TYPE OF ORGANIZATION	
Library:	Clallam County Law Library
Employer Identification Number:	
Organization Web Address:	
Tax Exempt:	☒ Yes (attach Sales Tax Exemption Certificate) MSA: ☐ Yes ☐ No ☐ No
Tax ID No:	91-6001298
State Contract No:	(If applicable)
PO No:	(If applicable)

CONTACTS			
	Name	Telephone	Email
Installation:	on file		
Billing:	on file		
Policy/Legal Notification:	on file		
Scheduling/Training:	on file		

Super Admin:	Name	Telephone
	Debi Cook	360-417-2382
	Email	IP Address
	debi.cook@clallamcountywa.gov	

CUSTOMER ID INFORMATION (Please type or print)			
ID Holders' Names (additional sheet attached ☐)	ID Holders' Titles/Positions	ID Holders' Email Addresses	Location/Address
same			

SCHEDULE I

LN requires accurate IP information from the library. The technical contact at the library will need to set up static IP addresses on the patron access machines.

Information needed to set up Patron Access:

1. **Law Library Name:** Clallam County Law Library
2. **Name of Technical Contact** at Law Library: on file
3. **Phone Number, email and availability** of Technical Contact at Library: on file
4. **Number of terminals** in contract: 2

Terminal 1 Static IP Address: <u>173.244.100.19</u>	Terminal 4 Static IP Address: _____
Terminal 2 Static IP Address: <u>173.244.100.19</u>	Terminal 5 Static IP Address: _____
Terminal 3 Static IP Address: _____	Terminal 6 Static IP Address: _____
For additional terminal locations check here ☐	

DRAFT



**LEXIS® AMENDMENT FOR
STATE/LOCAL GOVERNMENT WITH
LIBRARY PATRON ACCESS**

Customer Information (please print or type)			
Organization Name (full legal name)		Clallam County Law Library	
Billing Frequency		☐ Monthly	☒ Annually
Tax Exempt (if yes please provide exemption certificate)		☒ Yes	☐ No
New Invoice Contact Person	☐ Yes ☐ No	First & Last Name	Email Address
PO Required?	☐ Yes ☐ No	PO #	
MSA # if applicable			