



CLALLAM COUNTY LAW LIBRARY BOARD MINUTES of September 18, 2024

MEETING OF THE CLALLAM COUNTY LAW LIBRARY BOARD

Commissioner Mike French called the special meeting to order at 12:02 p.m., September 18, 2024. Also present were Jesse Medlong, Shauna Rogers, and Katie Krueger. Penny Ruby, Law Library Assistant was present. Chair Judge Brent Basden was excused.

REVIEW AND APPROVAL OF AGENDA

ACTION TAKEN: The agenda was adopted as presented by unanimous consent

APPROVAL OF MINUTES

- July 24, 2024

ACTION TAKEN: Medlong moved to approve the minutes as presented, Krueger seconded, mc

BUSINESS ITEMS

- Memorandum of Agreement (MOA) update
- Resources update

Administrator Mielke (ATM) and Medlong provided a brief update regarding a virtual meeting held with Pierce County Law Library director. The purpose of the meeting was to get a better understanding of how they utilize their digital resources.

The Law Library Board held discussion regarding digital and in-person resources. ATM provided an update on the adopted 2024 budget and gives a breakdown of possible numbers for potential license cost of Westlaw ProFlex or Westlaw CoCounsel per month, per year for two physical locations, Forks and Port Angeles.

Next steps are to contact Lexis salesperson to present information regarding Lexus Plus, Lexus Advance, and Lexus Digital Library, prices and what's included with each product.

ATM to make contact with Lexis salesperson.

- IT Departments update

Administrator Mielke (ATM) provided a brief update.

- Disposal of books update

CMF provided a brief update on notice sent out to the public

NEXT MEETING DATES — November 5, 2024 at 12 p.m. in BOCC Board Room

CONCLUDED - Meeting concluded at 12:48 p.m.

LAW LIBRARY - FROM MTC on 9/18/2024

2024 BUDGET (ADOPTED)

TOTAL REVENUES \$44,377

WESTLAW PROFLEX

EACH LICENSE (?)

\$598/mo = \$7,176/yr

FORKS + PA = 2 LICENSES

= \$14,352

WESTLAW CO-COUNSEL

EACH LICENSE (3)

\$500/mo = \$6,000/yr

LEXUS DIGITAL LIBRARY SUBSCRIPTION

COST

???

NEED TO TALK TO SALESPERSON

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 (CCLLBOT)

Brent Basden (Superior Court Judge)
Mike French (County Commissioner ex officio trustee)
Katherine K. Krueger (Attorney at Law)
Jesse Medlong (Attorney at Law)
Shauna Rogers (Executive Director / Clallam-Jefferson County Pro Bono Lawyers)

FROM: Clallam County Law Librarian / (360) 417-2287 / penny.ruby@clallamcountywa.gov
Penny Ruby

DATE: October 23, 2024

SUBJECT: Minutes / Summary / Clallam County Law Library Board Of Trustees
Meeting held September 18, 2024, at noon.

The meeting noted above was held as scheduled and attended as noted. This meeting was also made available "remotely" (meeting information shared with CCLLBOT -- as noted in Ms. Gores email of Monday, September 9, 2024, at 10:23 AM:

Attached is the Law Library Board Meeting Agenda for Wednesday, September 18 at 12 p.m. in the BOCC Small Conference Room 150. This meeting will also be held virtually on Zoom.

Zoom:

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

Video/Audio of September 18, 2024, noon, meeting 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 to date of Law Library Board Meeting and click on first item to right "Go to Event Media")

Time signature from 00:00 / 43:14 – for the audio/visual recording of this meeting.

(The sound quality of zoom recording challenging to inaudible in places when listening to those persons joining meeting remotely.)

For this meeting of the Clallam County Law Library Trustees:

Judge Brent Basden, absent

County Commissioner Mike French, in the room

Attorney Katherine Krueger, via zoom

Attorney Jesse Medlong, via zoom

Clallam-Jefferson County Pro Bono Lawyers Executive Director Shauna Rogers, via zoom

County Administrator Todd Mielke, in the room

Erin Shield, North Olympic Library System, Collections Services Manager, joins via zoom

Deputy Clerk of the Clallam County Board Of Commissioners, in the room

Law Library Assistant Penny Ruby, in the room

Minutes derived from zoom meeting recording and from notes taken at meeting (sound quality of zoom recording challenging to inaudible in places).

Commissioner French makes note of meeting attendees (as noted above).

Commissioner French (CF) asks if member of public to comment? None indicated.

CF asks if any changes need to be made to the Agenda and indicates **approved**.

CF asks if member of public to comment. None indicated.

CF states we have ***Minutes of July 24, 2024*** meeting.

Trustee Medlong moves to approve and Trustee Krueger seconds.

CF indicates **approved unanimously**.

BUSINESS ITEMS

Memorandum of Agreement Update: Not specifically addressed as to the proposed draft agreement previously presented.

Resources Update:

Administrator Mielke (AM) and Trustee Medlong (TM) comment on August 26, 2024, telephonic meeting with Pierce County Law Library Director, Stephen

Seeley. AM describes some of the online research tools made available in the context of the Pierce County Law Library.

TM expresses concern regarding subscribing to static treatise style resources delivered online in digital format.

TM also indicates not currently aware as to what the budget will be able to support.

AM indicates 2024 revenue stream of approximately 44 Thousand Dollars.

CF points out that the Clallam County Law Library already has some “static” or “physical assets”, and we plan on keeping some amount of them.

Trustee Krueger (TK) comments on the costs for LexisNexis and Westlaw online subscription materials contrasted with currently free online resources available to the non-attorney from any online access point.

Trustees’ comments indicate a consensus forming on highlighting the range of free online legal reference resources – while also making efforts toward providing more comprehensive and dynamic reference tools onsite via terminal(s) at the North Olympic Library System’s Port Angeles and Forks facilities.

TK reminds the group of one Trustee’s stated preference for focusing on provision of resources to assist the non-attorney user.

TM comments he is not understanding us to be saying that we aren’t also serving the Bar – pointing out that we have a statutory duty to serve the Bar as well.

Discussion is had regarding both LexisNexis and Westlaw online subscription products and attendant costs, with an eye toward rounding out the understanding of cost aspects for any potential subscriptions being considered.

TM indicates will conduct outreach regarding missing cost information.

IT Department Update:

CF and AM indicate once an online product selected IT would be better prepared to understand how best to proceed.

At this juncture, Erin Shield NOLS, sound component of zoom connection is unavailable to share update.

AM indicates committed to working NOLS and addressing IT issues moving forward.

Disposal Of Books Update:

CM indicates that Ms. Gores arranged for a related news release, and that she had indicated would connect with Northwest Justice, the Public Defender, Pro Bono, and had connected with the Olympic History Center, with a no later than response date - of September 30th.

Trustees developed consensus on next meeting date of Tuesday, November 5, 2024, at noon.

CF asks if any Public Comment? No.

cc: Clerk of the Board of Clallam County Commissioners, Loni Gores