



Hennepin County Law Library

DATE: October 15, 2015
TO: Hennepin County Law Library Board of Trustees
FROM: Lois Langer Thompson, Acting Law Library Director
SUBJECT: **Minutes for August 13, 2015**

The Hennepin County Law Library Board of Trustees met Thursday, August 13, 2015.

Present: Judge Kevin Burke, Chair; Mike McCarthy, Sonja Peterson, Judge Patrick Robben and Timothy O'Brien

Staff: Lois Langer Thompson, Acting Law Library Director and Tim Devine

Public: Kathleen Kelly; Hope Porter, Merchant and Gould; Jeanette Woessner, Fredrikson & Byron; Janelle Beitz, Fredrikson & Byron; Charlie Wilson, Lindquist & Vennum; Wendy Fossum, Lindquist & Vennum; Leslie Kallas, Nilan Johnson Lewis; Leland Watson, Esq.; Katy DiCicco, Stinson, Leonard, Street; Terri Beaverson, Stinson, Leonard, Street; Jan Rivers, Dorsey & Whitney; Cheryl Grose, Oppenheimer, Wolff & Donnelly; Andrew Malec, Moss & Barnett; John Hagen, Esq.

CALL TO ORDER

Judge Burke called the meeting to order at 12:05 p.m.

MINUTES

Timothy O'Brien moved acceptance of the minutes, seconded by Sonja Peterson. Motion passed.

DIRECTOR'S REPORT

Acting Director Lois Langer Thompson reported on the annual American Association of Law Libraries (AALL) annual convention, she also met with State Law Librarian Liz Reppe and attended the Minnesota Coalition of County Law Librarians (MCCLL). Staff member Tim Devine also attended AALL.

The update to the bylaws will be completed by the new HCLL Administrator.

Quarterly Strategic plan report – areas of focus

- *Research, education and collection:*
 - Progress is being made on all three as shown in the report
- *Staff:*
 - HCLL Administrator position will be posted Friday August 15. Discussion was held on Board of Trustees role in selection of new Administrator. Ms. Thompson will draft a plan for the interview and selection process that includes the Board of Trustees.

- There will be some changes for staff roles. The staff complement will remain the same.
- *Access:*
 - The Law Library will occupy just over 5,000 square feet with some shared space with the Jury Assembly.
 - Questions were raised about the collection and number of public computers. An update on the collection will be given at an upcoming meeting.
 - The new website was launched.
- *Funding:*
 - The budget was submitted in June.
 - Goal is to implement the strategic plan within the current operating budget.
 - HCL is has taken on a significant part of the workload.
 - Request from County Administrator to consider increase subscription fees.
 - 3,285 subscribers resulting in \$230,000 in revenue.
 - Fee was last increased in 2011 from \$60 to \$70.
 - Asking for a consideration of \$10-\$15 annually.

A discussion was held on increasing the fees. The Board believes HCLL is good and getting better and should continue to improve service and extend outreach to create conditions that are favorable for revenue generation beyond property tax. Raising the fee by \$10 will not significantly impact the budget and may result in loss of revenue. Members of the public voiced support for HCLL services.

The Law Library is a learning center for the legal system and is important to the legal community. A discussion was held on how the Trustees can provide leadership for promoting HCLL. The Board directed Ms. Thompson to work with staff to develop an awareness campaign for HCLL.

NEXT MEETING

The next meeting will be coordinated with the timeline for selection of the new Administrator. Topics for the next full Board meeting include: update on collection, usage data, and comparisons to other metro law libraries. Dates are to be determined.

CLOSED SESSION

The Trustees held a closed session to discuss personnel.

ADJOURN

The meeting was adjourned at 1:30 p.m.