

Conference of Maryland Court Law Library Directors

Quarterly Meeting Minutes

June 7, 2019 Start Time: 10:00 AM

Howard County Circuit Court, 8360 Court Avenue, Ellicott City, MD

APPROVED 7/30/19

FINAL

Introductions

Steve Anderson (MSLL), James Durham (MSLL), Julia Viets (Montgomery Co.), Tonya Baroudi (P. Georges Co.), Mary Jo Lazun (Charles Co.), Joan Bellistri (Anne Arundel Co.), Sandy Brewer (Howard Co.), Florence Barnes (Carroll Co.) & Lonni Kyhos Summers (Access to Justice Department)

Welcome

Deputy Court Administrator, Lisa Mohink, welcomed the group and spoke about the value of Law Library's and Law Librarians; she thanked us for our collective work. She stated that although they have a small library now, that will be changing when their new Courthouse is built, as their Law Library will be expanding.

Updates from our Law Libraries

Mary Jo Lazun - Charles County

- Starting in a couple of months, there will be a full time attorney in the Law Library, using the Frederick County model, that will handle all civil from 10:00 a.m. to 2:00 p.m. each day; position being paid by Grant from Family Court Administration. She is receiving new furniture, a new computer and will be making space for the attorney to have a private conference room and their own office area.

- The program she presented at their local Public Library "So you were pulled over", attended by high school kids and their parents, was a success; she was told it was the most highly rated program ever & would like her to offer it again. Next program to be presented will be on HOA's.

Steve Anderson – Maryland State Law Library

- Working through the name change from the Maryland State Law Library to the Thurgood Marshall State Law Library which becomes effective July 1, 2019; needs a few signs done as well as a logo that he is working on with a professional
- Discovered old sign-in sheet ledgers and found that in 1934 the Hon. Thurgood Marshall signed in; this ledger will be on display there soon
- Going "live" soon in July 2019 with new Website which will be substantially different
- Reference numbers are the most ever reported in numbers, duration and complexity
- Catherine McGuire is continuing the Public Librarian training initiative with the next training in Anne Arundel County & will be offering basic and advanced training sessions in the future
- Incoming LLAM Board members – three of the officers are State Law Library staff members
- Five staff members will be attending the AALL Annual Meeting & Conference in July 2019

Tonya Baroudi – Prince George's County

- Happy about not being so much off budget
- Provided one-hour long intermediate Westlaw training sessions for Judges & Staff
- Her Court Administrator wants to know what our obstacles are – Group responded: Equity, Funding, Staffing
- She asked Steve if the Lexis e-books were getting a lot of use: Steve will check

Florence Barnes – Carroll County

- Beginning FY '20, will be offering Lexis Advance online on one public terminal & Westlaw online on one public terminal
- Scanning last 5-years of sub-curia Opinions onto public terminal
- Performing annual Inventory of Anteroom collection & bi-annual Inventory of Special book collection
- Working on renewal of LMA with West

Joan Bellistri – Anne Arundel County

- Working on renewal of Westlaw contract
- Working on Lexis online contract
- Has two JIS computers: Using to connect with Hein online, NOLO, and West Academic
- Audit was fine
- Holding training on July 9th for Court staff to share what is in the Library for Self-Represented Litigants
- Having Pro Bono lunch in a couple of weeks

Sandy – Howard County

- Howard County Public Librarian training was held and got good reviews
- The Access to Justice Department chose the Howard County Law Library to pilot a program that connects SRLs to the Maryland Courts Self-Help Center via videoconferencing. The A2J Department wants to pilot the program in a library that has full-time staff to assist users with the virtual self-help center. The pilot program will allow us to refer individuals when we do not offer our advice programs and/or on days when we have too many visitors to be able to assist in a

three hour period. The Friday before the launch of the video conferencing project, Clerk's office personnel came down to see what is being offered in the Law Library for self-represented litigants. The Law Library got their first customer the next Monday, who was sent down from the Family Law Assistance Program because of a conflict of interest with the volunteer attorney. The customer was connected by video conferencing to an attorney at the Maryland Courts Self-Help Center; it went very well.

Julia Viets – Montgomery County

- Working on foundation issues: Re-tagging project and re-cataloging project
- Training staff on original cataloging
- Down a person or 2 since February 2019; starting interviews next week for Library Aid, part-time afternoon position; posted on Indeed; good response
- Focusing outside the Library with: Family Self-Help Center, Local Pro Bono folks, Creating Mutual Consent Settlement Agreement/facilitating that
- Inventory of Guides – reviewing them; if cross-referencing with PLL, then will refer there

Lonni Kyhos Summers (Access to Justice Department)

- New Videoconferencing banner
- Baltimore County District Court center opening depending on new building and opening one more District Court center in Montgomery County
- Has revised MCSHC flyers (handed them out to the group)
- MCSHC – Queue added onto phone & can request call back
- Self-Help Center Conference to be held on 9/27/19 - working on details
- Looking for stories of people who use our resources and who are willing to provide a blurb or brief story for their FY 19 report on "Resources for Self-Represented Litigants in the Md Courts"

In Brief

- Lexis Print Rider – Mary Jo. Not hard to do; Mary Jo will provide details to you if interested
- Lexis Advance – Mary Jo. Not working so well for online contract for everyone
- Submission for 2019 Judiciary Strategic Plan Update – Steve. #1) MDEC Attorney Assistance by Law Librarians; #2) Legal Reference Training for Public Libraries. Has not heard anything back yet
- Legislative proposals – Any thoughts? – Propose not doing

Annual Report and Strategic Plans

- Annual report 2018 - Need to edit/make changes to FY '18 Annual Report – Steve suggests correcting name to Conference of *Maryland* Court Law Library Directors; Mary Jo will email to everyone for edits/changes; James offered to do final proofread
- Strategic Plan Update – Group went line item by line item through plan to determine what needs to be removed; what needs to be added. Mary Jo will update the plan and will set-up time to discuss in August 2019
- Annual Report 2019 – Getting ready for Annual Report for FY '19. Mary Jo will include discussion of this in August 2019 along with Strategic Plan Updates
- Adjourned at 1:00 pm
- Lunch from 1:00 pm – 2:00 pm