



LANE COUNTY LAW LIBRARY ADVISORY COMMITTEE

Bob Straub Conference Room, Public Service Building, 125 East 8th Avenue,
Eugene, OR 97401

Tuesday, October 16, 2018, 3:30-5:00pm

MEETING MINUTES

1. Call to Order

Committee Staff Liaison Sue Ludington called the meeting to order at 3:35p.m.

2. Welcome/Introductions

Sue welcomed members to the inaugural meeting of the revived LLAC, and thanked them for their service. Each member introduced themselves and described how their experiences and expertise will contribute to the Committee. Most described their interactions with pro se litigants, and want to ensure the Law Library provides high-quality, accessible resources along with relevant referrals to those individuals. Solo and small firm attorneys also need reliable materials to support their professional work, and LLAC members expressed a desire to meet their needs too.

Members present: LCBA Appointees **Sebastian Tapia** (Lane County County Counsel), **Emily Cross** (Oregon Department of Justice), and **Michael Hajarizadeh** (Public Defender Services of Lane County); Attorneys **Marc Friedman** (Access the Law), **Erika Hente** (Legal Aid/Oregon Law Center); Legal Industry Representatives **Kari Malone** (Lane County Circuit Court), **Kristynn Johnson** (Eugene Public Library).

Staff present: **Sue Ludington**, Law Librarian/Program Supervisor.

3. Public Comment (*none*)

4. Review and Approval of Minutes (*not applicable*)

5. Updates to Agenda (*none*)

6. Old Business

a. Lane Manual change

- i. Sue described changes to LLAC description in the Lane Manual (LM 3.610) including:

1. Membership reduced from 9 members (of which 7 were appointed by LCBA) to “at least 7” (with 3 appointed by LCBA)
2. Expansion of committee’s charge beyond advising on budgetary issues to include operations and policies, as well as long-range planning goals.

- ii. Discussion centered on member term lengths as they're currently established, and the concern that terms were not staggered in the newest Board Order. Members decided to revise term lengths as follows:
 - 1. LCBA Appointees will serve 2-year terms
Sebastian Tapia made a motion to approve 2-year terms for LCBA appointees to the LLAC. *Marc Friedman* seconded the motion. The motion passed unanimously.
 - 2. All other members will serve 4-year terms, as currently set forth in the Manual.

b. Advisory Committee purpose

- i. Sue described Deschutes County's Access to Justice Committee (which LLAC member Erika Hente was briefly involved in 2017), and expressed an aspiration for the LLAC to explore ways they might further ATJ in Lane County.
- ii. Discussion focused on challenges surrounding court forms, and how the LLAC might assist the courts with development and promotion of certain forms.

c. LLAC Bylaws

- i. Previously-established LLAC Bylaws were reviewed and inaccuracies were noted. Discussion included decision that Sue would update the Bylaws and send draft to members for review.
- ii. As mandated by the current Bylaws, Committee agreed that LLAC leadership must be established, so members elected the following slate:
 - 1. **Chair: Sebastian Tapia**
Marc Friedman made a motion to approve Sebastian Tapia as Chair. *Erika Hente* seconded the motion. The motion passed unanimously.
 - 2. **Vice-Chair: Michael Hajarizadeh**
Marc Friedman made a motion to approve Michael Hajarizadeh as Vice-Chair. *Emily Cross* seconded the motion. The motion passed unanimously.
 - 3. **Secretary: Sue Ludington**
Per the current Bylaws, "the Secretary shall be the Law Librarian."

7. **New Business**

a. FY18-19 budget

- i. Sue briefly explained the County's upcoming budget process, and anticipates the LLAC will assist in determining priorities and long-range projects requiring dedicated funding.
- ii. Further conversation is anticipated at the November meeting.

b. 3-year Strategic Plan

- i. Sue mentioned that past Advisory Committees have endeavored to create a 3-year strategic plan, but documentation so far suggests no formal plan was

ever adopted. To coincide with the County's 2018-2021 Strategic Plan, Sue suggested the Law Library should aspire to have its own concurrent Plan.

ii. Further conversation is anticipated at the November meeting.

8. **Workgoup / Sub-committee Reports** (*none*)

9. **Staff Reports** (*none*)

10. **Announcements** (*none*)

11. **Next Meeting** : Tuesday, November 20, 2018, 3:30-5:00pm

12. **Adjourn**

The meeting was adjourned at 5:05pm.