



LANE COUNTY LAW LIBRARY ADVISORY COMMITTEE

Virtual (GoToMeeting)

Tuesday, May 25 | 3:30 – 5:00 p.m.

MEETING MINUTES

Committee Charge: Advise the Law Librarian and Board of County Commissioners regarding the operations, policies, and financial requirements necessary to maintain adequate law library facilities and services. Make recommendations for project priorities and long-range planning goals.

1. Call to Order

Chair Jenny called the meeting to order at 3:40 p.m. (quorum met)

2. Welcome/Introductions

Jenny welcomed everyone, and introductions were made for the record.

Members present: Jenny Jonak, Shane Davis, Erika Hente, Marc Friedman, Kari Malone, Kristynn Johnson

Staff/Ex-Officio: Sue Ludington, Law Librarian

Members absent (excused): Victoria Nguyen

3. Public Comment (none)

4. Review and Approval of Minutes (March 30th, 2021 meeting)

Insufficient time was given to members to review and approve minutes from the March meeting, so members will vote to approve at the June meeting.

5. Updates to Agenda (none)

6. Announcements/Reports (none)

7. Old Business

- a. LSTA grant with SETA update. Sue announced that, on April 20th, she received the official award letter regarding the LSTA Grant application that she'd submitted in late January. The project, titled "Educating and Empowering Lane County Renters: Creating and Disseminating Legal Information," will be a collaborative endeavor with the Springfield-Eugene Tenant Association (SETA). Sue had a meeting with SETA's Executive Director Timothy Morris on May 19, at which they discussed next steps. The one-year grant cycle begins July 1, so Sue and Tim agreed to put together a project timeline in order to outline, assign, and stay on top of tasks.
- b. Law Library FY21-22 additional staff position update. After much discussion with her manager, as well as staff from Budget and HR, Sue was pleased to share that the Law Library's FY21-22 budget proposal, incorporating a new part-time library assistant position, was unofficially approved to the extent that she was given permission to begin the recruitment process. She will be working closely with HR staff to draft the job description, duties, minimum requirements, and supplemental questions. She also mentioned that she'd eventually need subject-matter experts to help score supplemental

questions, particularly telling Kristynn that a public librarian might be someone to consider.

- c. Lane County Equity Coordinator and LLAC demographics. (*see new business*)
- d. LCBA Education Committee update. Sue reported that the LCBA Education Committee, of which she's a member, had a meeting on May 21st. Law Day activities (eg presentations by lawyers on legal topics during the first week of May – Law Day is officially May 1) ended up being kind of a bust, as most teachers were not in a position to host outside speakers after such a difficult school year. It's anticipated that there will be greater opportunities next year. The committee is also officially changing its name to the Public Education Committee. This goes along with their intention to expand beyond Law Day activities and conduct additional education and outreach to all members of the public.
- e. Review process for deciding LLAC meeting dates/times. Commissioner Farr has not yet informed Sue which day for LLAC meetings is better for his schedule, but she suspects Thursdays will be his top choice. All current LLAC members are fine with Thursdays every other month, and having all meetings scheduled at the start of the new year is the approach accepted by everyone. Sue will figure out the bimonthly schedule for FY21-22 and be prepared to share at the June meeting.
- f. Senate Judiciary Committee/legislative update re law libraries. While Sue received a general "thank you" letter from the OJD Chief Justice regarding her legislative testimony in favor of OJD's budget bill, the Oregon Library Association received a separate "thank you" note which also indicated the \$900,000 that was removed from the law library appropriation in July 2020 would, in fact, be added back in the next FY. Sue is monitoring and will apprise LLAC as she learns more.

8. New Business

- a. LLAC member roster: all four (4) at-large board members' ~~2-year~~ 3-year terms expiring. Sue raised two issues pertaining to the LLAC roster: (1) LLAC demographics (and Lane County Equity Coordinator's questionnaire) and (2) term expiration dates for at-large members. Committee members agree that LLAC should aspire to consider the diversity of its membership, and consider ways of recruiting new members using an EDI lens. Erika mentioned that in some application processes (whether for employment or association membership), the standard is to redact any identifying details. Since LLAC doesn't expect to have competing applicants, Sue isn't sure how such an approach could be implemented. However, members brainstormed various professions and organizations for potential candidates, including geographic considerations, and remain committed to developing a more diverse committee.

In reviewing the current member roster, Sue discovered that the 3-year terms of the 4 at-large members all expire at the same time. The committee agreed term expiration dates for these should staggered. Sue proposed to change one at-large position to conclude in 2022, and Erika agreed to stay on for an additional year. The 3-year term for the other 3 at-large members will be July 2021 – June 2024. In lieu of LLAC recruiting and changing members now, current members will determine whether or not they can and want to serve another 3-year term. Marc F. agreed to stay on, supporting Sue's recommendation that Access the Law maintain representation on LLAC; he will aim to find another Access lawyer to eventually take his place. Kari has informed her supervisor (TCA Liz Rambo) she is willing to stay on, and will let LLAC Liz's final decision. Kristynn will speak to her

manager about her participation; if she's unable to stay on, Sue will ask for suggestions/opinions regarding whether to pursue someone from another public library, or if a different organization should be considered.

- b. Law Library reopening. Sue talked about how she hopes the library can consider reopening sometime this summer. Following a meeting of Lane County managers, Sue and her boss received some direction, which includes drafting a reopening plan to present to administration. Sue said she'd like to figure out a way to create monitored & limited access in the library; she is looking at possible new configurations for the front doors (rather than reverting back to the old practice of leaving the doors propped open). Sue also would like to remove ¼ of the bookshelves in the library, and put forth a revised space plan. She has reached out to a Portland architect/design firm (having met one of their staff at the recent Oregon Library Association annual conference), and has set up a site visit with them for June 23.
- c. OWL's "Navigating In-Person Jury Trials in Lane County Under COVID." She noted this CLE occurred on May 21, and asked if any LLAC members had attended. None had, so no feedback or insights on the topic were shared.

9. **Next Meeting:** Tuesday, June 22, 3:30-5:00pm

10. **Adjourn**

The meeting was adjourned at 4:55 p.m.