Minutes

Law Library Board of Trustees

Annual Meeting – July 29, 2021

Present: Hon. Patrick Robben (President of the Board), Mike McCarthy (Vice-President of the Board), Angela Conley (Hennepin County Commissioner), Hon. Nelson Peralta, Hon. Martha Holton-Dimick, Lisa Buck, Tom Walsh

Also Present (Non-voting): Karen Westwood (Law Library Director), Patti Hetrick (Hennepin County Library CFO), Chad Helton (Hennepin County Library Director)

President of the Board Judge Robben called the meeting to order at 12:02 p.m.

**Adoption of Minutes**

Judge Robben moved approval of last year’s minutes (dated June 11, 2020); Commissioner Conley seconded, Judge Peralta abstained. Approved.

**Elections**

Vice-President of the Board Mike McCarthy nominated Judge Robben to continue as President. Commissioner Conley seconded. Commissioner Conley nominated Mike McCarthy to continue as Vice-President. Attorney Buck seconded. Approved unanimously.

**Approval of 2020 Revenue and Expenses and 2022 Proposed Budget**

Mike McCarthy moved approval of 2020 Rev/Exp report, Lisa Buck seconded. Approved unanimously.

Mike McCarthy moved approval of the 2022 budget, Commissioner Conley seconded.

Discussion of the budget included comment on changes to Minnesota Statutes 357.021 which will impact collection of court fees beginning on July 1, 2022. Law library director Westwood will research this statute to determine possible impact to law library revenue from court filing fees.

Patti Hetrick, Hennepin County Library CFO was present to respond to questions regarding the budget.

Unanimously Approved.

**Greetings from Hennepin County Library Director Chad Helton**

Library Director Helton brought greetings from the public library system and emphasized the ongoing and collaborative work between the public library and law library.

**Director’s Report**

Director Westwood reported on 2020, highlighting the continued success of the CLE program, and the experimenting with free printing and mailing of court forms due to pandemic limitations on in-person assistance.

She highlighted the partnership with the 4th Judicial District Hearings Office under which the law library provided space and staff assistance to citizens who wanted to contest citations. These were people who didn’t have access to, or didn’t know how to use, technology. The law library saw 162 people take advantage of this service in 2020 (September to December 2020).

Staffing changed again with the retirement of longtime Associate Librarian Becky Breyen. A lateral hire from the public library late in the year didn’t work out and the law library will hire for that position again later in 2021.

Reopening report – The law library continues to follow court and county leadership in deciding when to reopen the law library to the public. A date sometime after Labor Day is being contemplated.

Vice-President McCarthy requested the law library look into providing at least some of the CLEs in an “on-demand” format.

Vice-President McCarthy moved to adjourn, Commissioner Conley seconded and the meeting adjourned at 1:03 p.m.