

AGENDA
CLARK COUNTY LAW LIBRARY BOARD OF TRUSTEES
NOTICE OF MEETING OPEN TO THE PUBLIC
CONFERENCE ROOM
CLARK COUNTY LAW LIBRARY
DECEMBER 8, 2011, 12:00 PM
309 SOUTH THIRD STREET, SUITE #400, LAS VEGAS, NV

THIS MEETING HAS BEEN PROPERLY NOTICED AND POSTED IN THE FOLLOWING LOCATIONS:

CLARK COUNTY GOVERNMENT CENTER (PRINCIPAL OFFICE) 500 SOUTH GRAND CENTRAL PARKWAY, LAS VEGAS, NV	CLARK COUNTY COURTHOUSE 200 LEWIS AVENUE LAS VEGAS, NV
THIRD STREET BUILDING 309 SOUTH THIRD STREET, LAS VEGAS, NV	CLARK COUNTY LAW LIBRARY 309 SOUTH THIRD STREET #400, LAS VEGAS, NV

ITEMS ON THE AGENDA MAY BE TAKEN OUT OF ORDER. THE BOARD OF TRUSTEES MAY COMBINE TWO OR MORE AGENDA ITEMS, OR MAY REMOVE AN ITEM FROM THE AGENDA OR DELAY DISCUSSION RELATING TO AN ITEM ON THE AGENDA AT ANYTIME.

- I. CALL TO ORDER/CERTIFICATION OF PROPER POSTING OF AGENDA.

- II. APPROVAL OF AGENDA AS POSTED (FOR POSSIBLE ACTION).

- III. APPROVAL OF BOARD MEETING MINUTES NOVEMBER 3, 2011. BOARD ACTION AS DEEMED APPROPRIATE (FOR POSSIBLE ACTION).

- IV. LIBRARY OPERATIONS REPORT.
 - A) E-filing report
 - B) Holiday hours

DISCUSSION AND POSSIBLE ACTION REGARDING THE LIBRARY OPERATIONS REPORT (FOR POSSIBLE ACTION).

- V. FINANCIAL REPORT. DISCUSSION AND POSSIBLE ACTION REGARDING THE LAW LIBRARY FINANCIAL REPORT, INCLUDING
 - A) Gifts to be accepted
 - B) Cash on hand
 - C) Revenue and expenditure report

BOARD ACTION AS DEEMED APPROPRIATE (FOR POSSIBLE ACTION).

- VI. DATE FOR NEXT BOARD MEETING SCHEDULED FOR FEBRUARY 9, 2012. BOARD ACTION AS DEEMED APPROPRIATE (FOR POSSIBLE ACTION).

- VII. PUBLIC COMMENT.

- VIII. ADJOURNMENT.

**MINUTES OF THE
CLARK COUNTY LAW LIBRARY
BOARD OF TRUSTEES**
Meeting Held November 3, 2011

I. CALL TO ORDER/CERTIFICATION OF PROPER POSTING OF AGENDA.

The meeting was called to order at 12:08 p.m.

Board members present:

Thomas Beatty, President
Margaret Lambrose, Secretary
Judge Wiese
Judge Giuliani – via conference call
Barbara Wagner

Board members not present:

Betsy Avila
Judge Bell

Others in attendance:

Elizabeth Vibert, Legal Counsel
Denise Shields, Sr. Financial Analyst, Clark County Dept. of Finance
Kevin Clanton, Library Director, Clark County Law Library
Karen Byrd, Office Services Manager, Clark County Law Library
Chanteyl Newman, Law Library Assistant II, Clark County Law Library

Mr. Clanton certified that the agenda had been properly posted.

II. APPROVAL OF AGENDA AS POSTED FOR POSSIBLE ACTION.

It was moved and carried that the agenda be approved as modified by Ms. Vibert according to a new law requiring “for possible action” to be added to each agenda item.

III. APPROVAL OF MINUTES OF AUGUST 17, 2011. BOARD ACTION AS DEEMED APPROPRIATE FOR POSSIBLE ACTION.

It was decided to pass approval of the minutes until the next board meeting due to the passing of the law discussed in Item II.

IV. LIBRARY OPERATIONS REPORTS. DISCUSSION AND BOARD ACTION AS DEEMED APPROPRIATE FOR POSSIBLE ACTION.

Mr. Clanton presented the following to the board:

- A proposal to close the library on Saturday, December 24, 2011 due to the holiday. Approval was deferred to the next board meeting due to the passing of the law discussed in Item II.
- Information regarding e-filing for the Justice Court and the library’s role in assisting their patrons. There was discussion on the library staff’s observation of the effect the requirement of e-filing has been having on Justice Court litigants. The board requested a report of the issues associated with this change in Justice Court and the effects it has had on the library and its patrons.
- Enhancements to the library’s webpage, including links to social media.

No action taken.

V. FINANCIAL REPORT. DISCUSSION AND POSSIBLE ACTION REGARDING THE LAW LIBRARY FINANCIAL REPORT.

Mr. Clanton informed the board of the following:

- Gifts to be accepted: various study materials from Mr. Matthew Lay and 120 volumes of the Supreme Court Reporter from Mr. C. Stanley Hunterton.
- Cash on hand as of November 3, 2011 was \$353,494.21.
- The revenue received from the District Court is now consistently coming in at around 75% of what has previously been normal for the library. There was discussion regarding the progress of the pursuit for a filing fee increase from the District Court and the establishment of a filing fee from the Justice Court. Mr. Clanton informed the board that he was proceeding cautiously in his pursuit because of the economic climate Clark County is currently facing. There was also discussion about sanctions and how an increase in those may be beneficial to the library.

No action taken.

VI. DATE FOR THE NEXT BOARD MEETING SCHEDULED FOR DECEMBER 8, 2011. BOARD ACTION AS DEEMED APPROPRIATE FOR POSSIBLE ACTION.

No action taken.

VII. PUBLIC COMMENT.

None.

VIII. ADJOURNMENT.

Meeting adjourned at 12:48p.m.

Attest:

_____	_____
Thomas D. Beatty, <i>President</i>	Margaret Lambrose, <i>Secretary</i>
Clark County Law Library	Clark County Law Library
Board of Trustees	Board of Trustees