

**MINUTES OF THE  
CLARK COUNTY LAW LIBRARY  
BOARD OF TRUSTEES**  
*Meeting Held February 7, 2013*

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

The meeting was called to order at 12:17 p.m.

Board members present:

Thomas Beatty, President  
Margaret Lambrose, Secretary  
Judge Kishner (via conference call)  
Judge Sturman (via conference call)  
Barbara Wagner  
Betsy Avila

Board members not present:

Judge Scann

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  
Summer Youngquist, Law Library Assistant II, 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. PUBLIC COMMENT.**

None.

**III. ELECTION AND SWEARING IN OF OFFICERS: PRESIDENT AND SECRETARY. BOARD ACTION AS DEEMED APPROPRIATE. (FOR POSSIBLE ACTION)**

It was moved and carried that Thomas D. Beatty and Margaret Lambrose be reappointed as President and Secretary, respectively.

**IV. APPROVAL OF AGENDA AS POSTED. (FOR POSSIBLE ACTION)**

It was moved and carried that the agenda be approved as posted.

**V. APPROVAL OF MINUTES OF DECEMBER 20, 2012. BOARD ACTION AS DEEMED APPROPRIATE FOR POSSIBLE ACTION.**

It was moved and carried that the minutes of December 20, 2012 be approved.

**VI. FINANCIAL REPORT. DISCUSSION AND POSSIBLE ACTION REGARDING THE LAW LIBRARY FINANCIAL REPORT.**

Mr. Clanton presented the following to the board:

- Cash on hand is \$305,135.29 as of February 7, 2013.
- Revenues dropped by approximately 16% in December.
- The proposed budget for FY 14.
- Donations from Judge Bell and Richard McKnight.

It was moved and carried that the donations be accepted.

**VII. LIBRARY OPERATIONS REPORT. DISCUSSION AND BOARD ACTION AS DEEMED APPROPRIATE FOR POSSIBLE ACTION.**

Mr. Clanton informed the board of the following:

- The Board of County Commissioners' approval of the library's Annual Report and the reappointment of two Trustees to the Law Library Board
- The Board of County Commissioners' approval of the library's filing fee increase request under County Code 18.08.030.
- Several "thank you" notes from patrons of the library and the Civil Law Self Help Center. There was discussion about writing a guest column in the Communique to increase public awareness of the library.

No action taken.

**VIII. DISCUSSION AND POSSIBLE ACTION REGARDING PROPOSED REVISIONS TO THE PATRON CODE OF CONDUCT. BOARD ACTION AS DEEMED APPROPRIATE. (FOR POSSIBLE ACTION)**

Mr. Clanton informed the board of his intention to revise the Patron Code of Conduct, as it has been in effect as written for more than a decade. Specific revisions will be proposed at the May 2013 board meeting.

No action taken.

**IX. DATE FOR THE NEXT BOARD MEETING SCHEDULED FOR MAY 23, 2013. BOARD ACTION AS DEEMED APPROPRIATE. FOR POSSIBLE ACTION.**

No action taken.

**X. PUBLIC COMMENT.**

None.

**XI. ADJOURNMENT.**

Meeting adjourned at 12:51 p.m.

Attest:

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Thomas D. Beatty, *President*  
Clark County Law Library

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Margaret Lambrose, *Secretary*  
Clark County Law Library