

CMCCLD Meeting Notes

October 28, 2021

Attendees: James Durham, Sandy Brewer, Catherine McGuire, Joan Bellistri, Florence Barnes, Julia Viets, Julee Snyder

Agenda:

Welcome to Julee Snyder

Individual updates

Core Collection List

Annual Report

Welcome to Julee Snyder- Charles County

Individual updates

James Durham – TMSLL

- HVAC in special collections still using temporary air conditioners due to factory and delivery delays of replacement unit.

Catherine McGuire – TMSLL

- Law library staff has a full calendar of courses scheduled for the Tech Ed and Professional Development divisions of the Judicial College.
- The TMSLL is reviewing and updating citations for judicial training videos for the Judicial Education division of the Judicial College.
- Frontlines (Legal Reference for Public Libraries) is planned to resume in early 2022. Catherine continues to work with the planning team of Joan Bellistri and Reena Shah, A2J Commission Executive Director on the project.
- The TMSLL has contracted with Altarama for implementation of RefTracker, a reference management system (RMS). The system streamlines reference workflow, which jumped 28% from FY2020 to FY2021 and includes increasingly complex questions. The RMS replaces a workflow that incorporated several platforms to track reference questions, scripted language, statistics, and other needs. Gimlet, formerly used for statistics, will be retained until the contents can be appropriately archived.
- The PLL intake form has been updated to include location information, specifically county. County stats are available from July 2021 to the present.

For questions in which a county is identified that has a staffed law library, TMSLL reference staff now include referrals to those libraries.

Stats for 1st Quarter: AA=83, CHAS=19, CARR=11, MTGM=80

Flossie / Carroll County

- Steady interactions include remote and walk-in.
- 2nd floor conference room is still being used for same day Family Law mediation.
- Annual law library committee meeting coming up in November via ZOOM. FY21 Annual Report prepared for meeting.
- Westlaw temporary remote password program to end 12/31/2021. Rep says they will be sending refreshed info to all libraries closer to this year's end for Patrons to use a self-registered type of remote Westlaw access.

Julia /Montgomery County

- MDEC began on Monday.
- Law library is presently the only MDEC public kiosk.
- Library's MDEC Business Center will include 4 computers, scanners and portal access.
- Staff has/will be trained to assist Justice passport. Will collaborate with FLHC and District Court Help Center in this project.
- The library will have new hours in January: 8:00 a.m. to 5:00 p.m.

Julee / Charles County

- Started in June 2021 and getting acclimated to the position, as she has never worked in a library. Colleague input has helped.
- Seeing more foot traffic due to clerk's office and hotline attorney referrals.
- Request reference material and research help
- Working with Lonni in A2J on new Court Help Center that may open in 2023.
- Reducing collection based on the CMCLLD Core Collection List and donating to TMSLL and local bar to make room for the Center. May have only a wall for the collection.
- Will consult with Administrative Judge about retaining the superseded code collection per inquiry by Catherine McGuire.
- Found Gimlet and is entering information now.

Joanie / Anne Arundel

- Annual Report completed and sent to Court Administration
- Staff received Justice Passport training and have had 2 referrals from FLHC.

Sandy / Howard

- Thank you to Joanie for Annual Report.
- New library is crazy busy in-person and remote.
- In-person clinic started up and is also very busy.
- Eviction issue is reflected in library reference.

Core Collection list –

- Joanie has edited the list per member comments.
- Sandy will review.
- Joanie to create pdf for TMSLL web page.
- Joanie will try to convert information to Excel file.

Annual Report – is just about done.

Joanie will call Scott for input.