

CMCLLD Meeting Notes - 7/21/22 10am via Zoom

In attendance:

Joanie Bellistri, Florence Barnes, Tonya Baroudi, Sandy Brewer, James Durham, Catherine McGuire, Julee Snyder, Scott Stevens, and Julia Viets.

Agenda:

Meeting notes 2022 05 19 approved via email (No meeting in June)

Statistics – Annual Report

Joanie impressed upon members the importance of completing compilation of statistics for the Annual Report. Montgomery County Circuit Court Law Library and the Thurgood Marshall State Law Library need to update their statistics on the CMCLLD site.

Annual Meeting

Judicial Center set for 12.7.22

- Members are encouraged to review the 2020 planned agenda and PowerPoint slides, as these items will need to be updated. Members are encouraged to email the Vice Chair and Chair with ideas for invitees.
- Possible invitees include the new Chief Judge, circuit court administrators, attorneys from the Help Centers, members of the Self Represented Litigant Subcommittee of the Judicial Council's Court Access and Community Relations Committee, and organizers for the Justice Passport. If the Chief Judge cannot attend in person, they may be open to recording a short welcome message.
- Possible guest speaker is Reena Shah, who was set to be the guest speaker for the 2020 canceled annual meeting.
- Members decided on a tentative 8:30am breakfast and 9am start time.
- Joanie Bellistri secured three rooms for the meeting, as to facilitate social distancing. Zoom is already set up in these rooms and the center provides lunch. We'll need to bring breakfast food and coffee.

Conference Projects and Library Reports

Job description for Washington County Law Librarian (request from Judge Wilson)

- Washington County Circuit Court is exploring the idea of hiring a law librarian. There are funds for a full-time additional court reporter post that is not needed/can be diverted to a different position. The salary range is unknown. The library space is a new dedicated library. This librarian position would work with the court's self-help center and be trained as a back-up court reporter.
- Members expressed desire that this position go to a MLIS-holder.
- Joanie was asked by the judge to craft a job description. She has asked members to send her examples of law librarian position descriptions from their respective courts.
- Members suggested we offer information about appropriate salary ranges.

Affordable Connectivity Program

Lonni circulated information on this program to members. No conversation was needed.

Public Librarian Training (Law on the Frontlines)

- Catherine and Joanie are working on a Fall schedule, but the schedule is not set.
- Catherine expressed a desire for more speakers.
- Current presenters include Catherine, Joanie, Vickie, and Julia. Julia mentioned that she would have her new Assistant Law Librarian also help present.

Maryland Justice Passport

Members haven't had the opportunity to use the passport since the last meeting.

Kiosks for unstaffed court libraries

Catherine asked for feedback/suggestions from members on content, structure, and updates for kiosks, both in non-staffed libraries and in staffed libraries with self-help kiosks.

Chamber Library Standards/Suggestions

We will start working on this item in August.

Brochure-Finding Maryland Law

We will start working on this item in August. We are all set to go with starting this process. We have the design files and money in the printing account. Julia has a librarian on her staff who also has Photoshop skills and can assist with the redesign.

A2J SHC Conference 9/28/22 – proposal and table

- The conference has submitted a proposal but hasn't heard back from the A2J Department regarding its inclusion. The conference also plans to have a table at the conference.
- Tonya informed the members that the date was pushed back to October 27th.
- There will be in person and virtual attendance options

Other News and Announcements

MSBA Program

- Scott, Julee, and Julia presented the program in a virtual recording and in-person at the conference. Due to a staffing conflict, Julia was unable to attend the in-person conference. The attendance was small at the conference, but the presentation went well.

Partners for Justice – May 26th, 2022

This conference was held in person

Member news

Scott

- Scott's library is now fully staffed. Scott's replacement started at the end of 2021; her name is Veronica. Scott recently hired a new librarian named Amy. He is busy with training staff.

Sandy

- Sandy says her library is doing well and is busy. She's looking forward to hosting the members for the September 18th meeting at her library.

Tonya

- Tonya is busy getting ready for MDEC and rewriting her teleworking policy.
- Her present court administrator is leaving for a role at the AOC.

James

- James reported that AALL was productive and it was wonderful to celebrate Steve.
- There is a new PLL brochure that is ready to send out. Members should email Lee to ask for them. A Spanish version is in the works.
- The Head of Reference position has been reposted.
- Chi Song has acquired a new position with the University of Maryland Law Library. She also recently attended AALL and won the top poster session award for her poster on PLL.

Catherine

- Preliminary reference numbers are finished. Reference is up 12% over last year.

Julee

- The Civil Help Center has opened, and things are going well. Attorneys for the center are staffed via the Maryland Center for Legal Assistance (MCLA).
- There have been some issues with IP addresses on patron computers changing weekly. This is affecting Westlaw and Lexis patron accounts. Julee solicited advice from member libraries that have experienced similar issues.

Flossie

- Flossie has ended her current rotation in the Jury Office — they have three people now. She will continue to be on call for the office. Flossie is now assisting in the Court Reporters Office.
- Flossie will be conducting a tour of her library with the local branch of the Carroll County Public Library.

Joanie

- Joanie's library may be moving into the current Jury Office space. This move would be positive, as this office is in a central location. The move is dependent on a study of the Jury Office's floor load capacity.
- Joanie has written up a new marketing plan.

Julia

- Julia has hired a full staff as of this past Monday. Jill Schorr is now the Assistant Law Librarian.
- Reference has been busy.

- Julia recently gave a library training to the local paralegal program, which now has a high-schoolers pre-paralegal program. The Law Library may be asked to be guest speakers for this program in the fall.

Next Meeting

The Conference will meet next on September 8, 2022, in person at the Howard County Circuit Court.