

FY2022 Annual Report

MARYLAND'S
**COURT
LAW
LIBRARIES**

**Conference of
Maryland Court
Law Library
Directors**

Anne Arundel
Baltimore
Baltimore City
Carroll
Charles
Howard
Montgomery
Prince George's
and the
Thurgood Marshall
State Law Library

Court Law Libraries in Maryland

Maryland's network of court law libraries continues to provide access to legal information, offer expert assistance with using legal materials, operate educational programs and advocate and innovate new solutions for connecting the public to legal information and self-help resources. The Conference of Maryland Court Law Library Directors (CMCLLD) brings together directors of the seven professionally staffed Circuit Court libraries* and the Maryland Thurgood Marshall State Law Library to discuss increasing access to justice through education and through the provision of legal information for the public. Charles County Legal Resource Center and Public Law Library participates with CMCLLD members to exchange ideas on law library operations and programming. IN FY22, Maryland's staffed court law libraries are in the following counties*:

Anne Arundel County
Baltimore City **
Baltimore County**
Carroll County
Charles County
Howard County
Montgomery County
Prince George's County
Thurgood Marshall State Law Library

*Washington County will be added in FY23's report.

**Baltimore County and City did not contribute to this year's report.

COVID RESPONSE IN FY22

Maryland Court Law Libraries continued to provide remote services while returning to in-person services by using:

- **Email**
- **Phone**
- **Remote, temporary access to WestlawNext**
- **Online information**

Lawyer in the Library Programs offered virtually. Howard County clinics are again offered in-person.

Trainings were provided online.

Conference members participated in monthly **Zoom conference calls**.

Assisting Self-Represented Individuals

Many self-represented litigants arrive at a law library looking for assistance with challenging situations. Librarians assist by connecting self-represented litigants (SRLs) to legal and community information, resources and local referrals. In FY22, staffed law libraries provided more than 32,655 instances of service.

Law libraries also assisted patrons remotely via telephone and email. Remote inquiries accounted for 69% of interactions in FY22.

Many law library patrons are members of the public—including SRLs. Librarians continue to direct their resources, guides, programming and services meet SRL's increasing needs. Public patrons account for about 75% of law library patrons.

Law libraries serve SRLs in the following unique, innovative and industrious ways:

- Research assistance
- Legal research training and instruction
- Legal services referrals
- Technology and MDEC assistance
- Access to self-help resources and forms
- Curated online information and guides
- Legal advice programs
- Access to Maryland Court Help Centers



**MARYLAND
COURT LIBRARIES
ARE OPEN TO ALL**

There are no income or subject matter restrictions in court law libraries.

Assisting Attorneys



- Research assistance
- Online query formulation
- Technology and MDEC assistance
- Pro bono coordination and support
- Circulation of legal texts and treatises

MARYLAND
COURT LAW
LIBRARIANS
ASSIST
ATTORNEYS
WITH LEGAL
RESEARCH

By providing free access to Westlaw and other library resources, libraries support the pro bono attorney and help to keep costs down, which in turn benefits the pro or low bono client in need.

Assisting the Courts

- Research assistance
- Management of chambers resources
- Westlaw password and Lexis E-book access
- Maintenance of the chambers reserve collection
- Legal research training

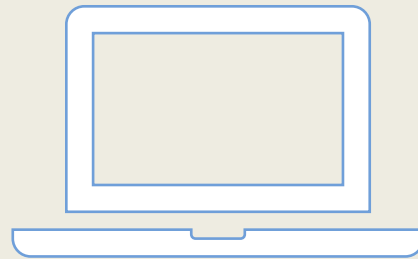
Consulting with the librarian can save the court time. One librarian always suggests – if research time exceeds 15 minutes – call your law librarian.



COURT LAW
LIBRARIES
PROVIDE
RESEARCH
ASSISTANCE AND
CHAMBERS
RESOURCE
MANAGEMENT

Our FY 2022 Numbers*

4,532,772
WEB HITS



864
SERVED BY LAW
LIBRARY SELF-HELP
LEGAL ADVICE
PROGRAMS

32,655
TRANSACTIONS



*numbers for Baltimore
County and City are
not included this year

WHO WE SERVE



75% PUBLIC



17% BAR



8% JUDICIARY

HOW WE SERVE

36% IN PERSON



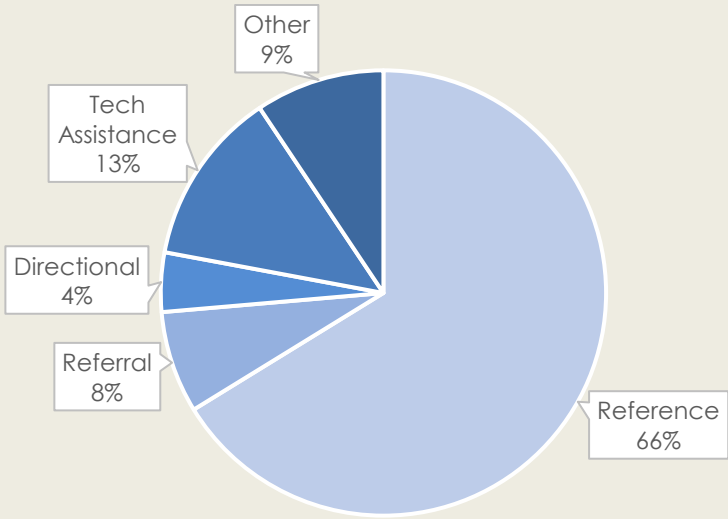
24% PHONE



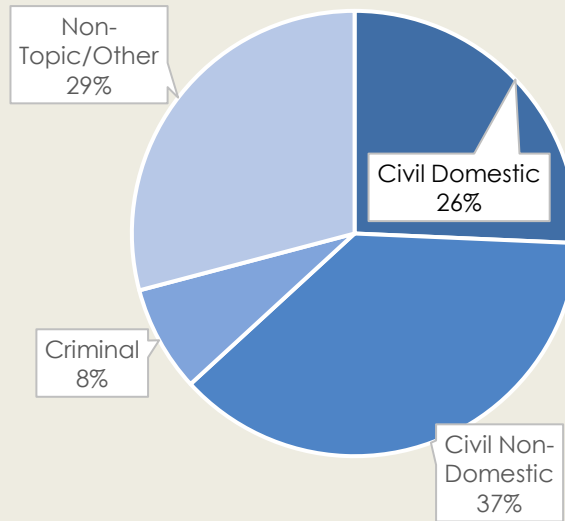
39% EMAIL



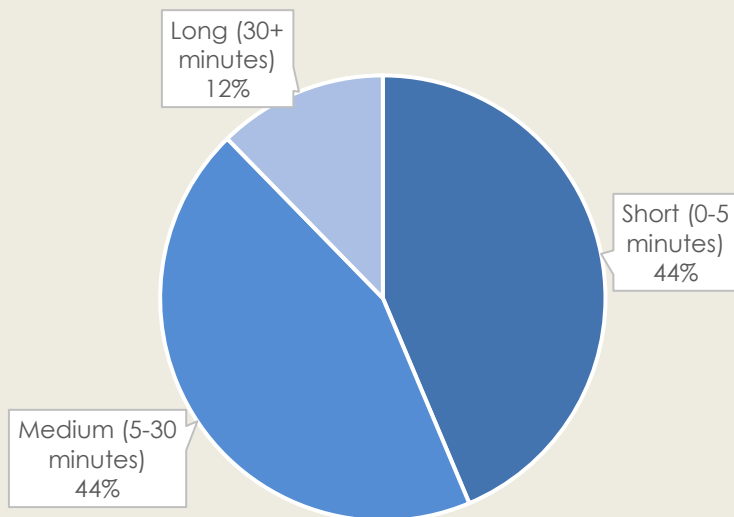
74% OF TRANSACTIONS INVOLVE REFERENCE & REFERRALS



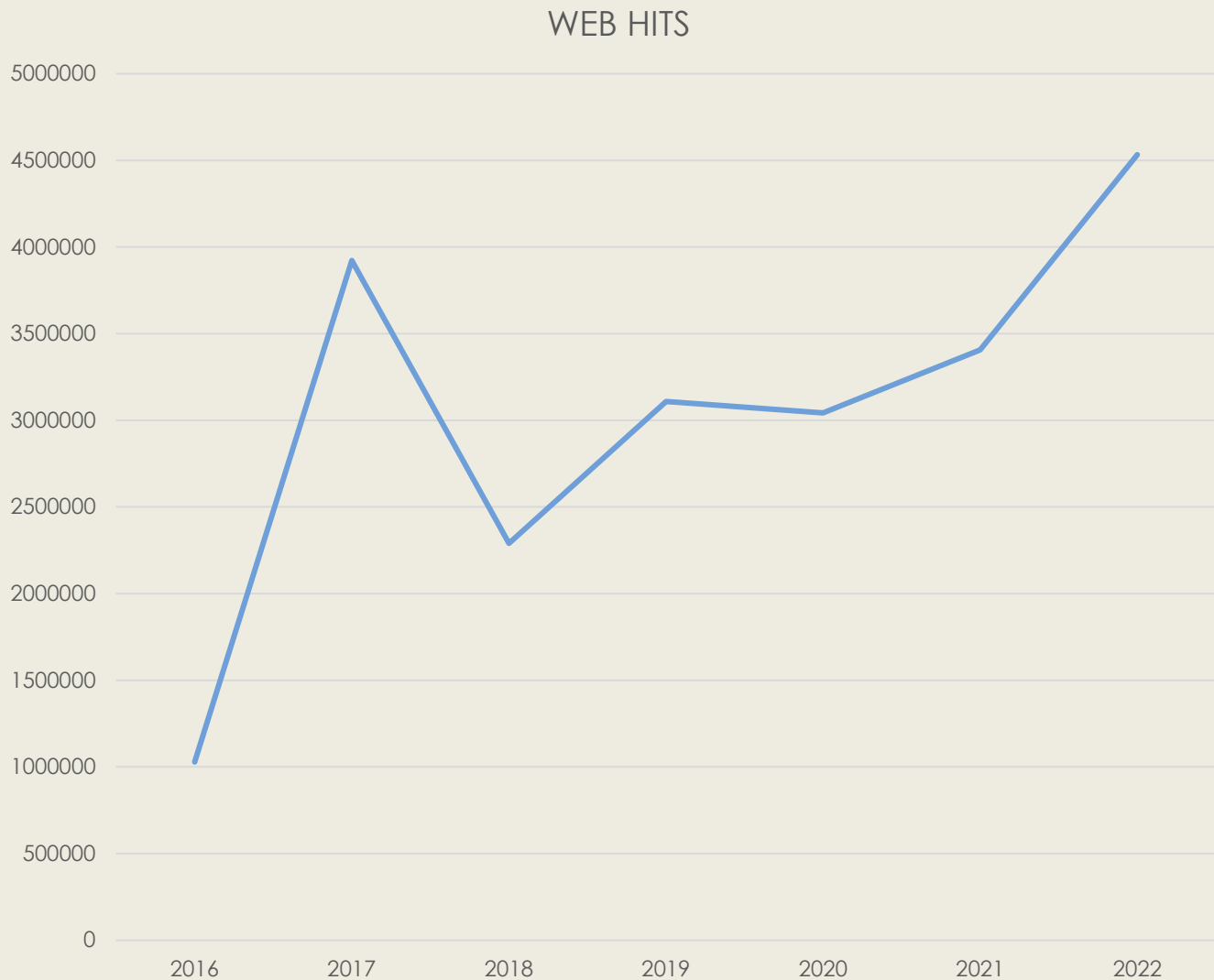
63% OF QUESTIONS INVOLVE CIVIL ACTIONS



88% OF TRANSACTIONS TAKE 5 TO 30 MINUTES



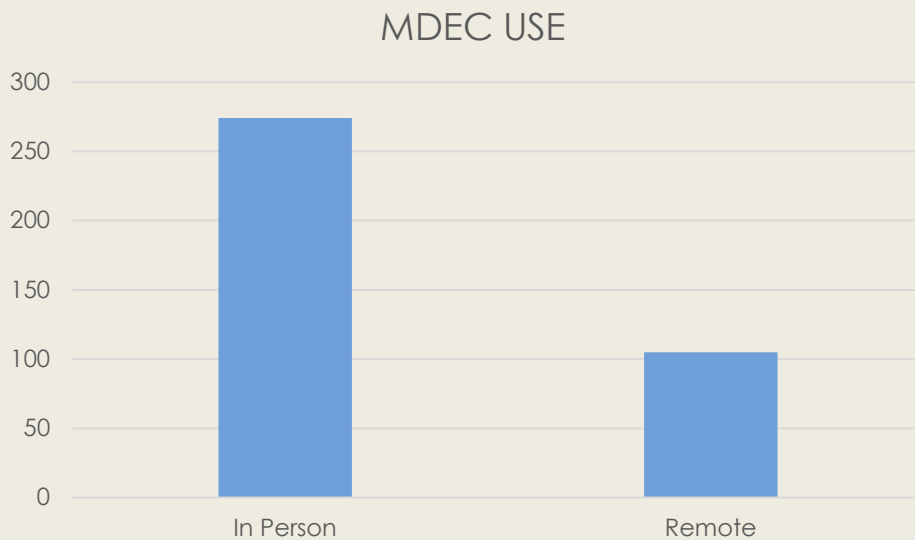
ONLINE ACCESS



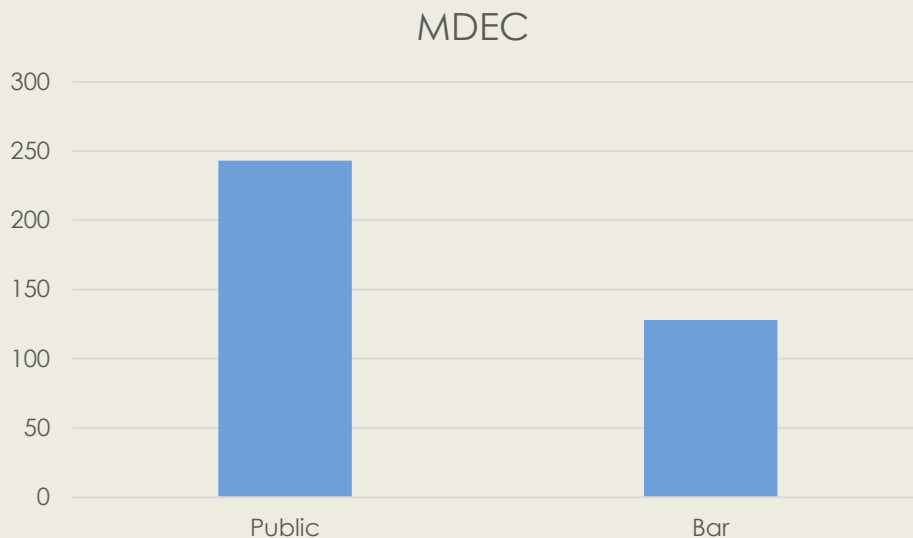
Court law libraries provide access to information online via law library websites and the People's Law Library of Maryland. There were 4,532,272 web hits last year – a 24% increase.

MDEC ASSISTANCE

Court libraries assisted 379 library users with MDEC use. 75% of those transactions were in-person. There were 77 Help Desk referrals.



65% of those assisted were members of the public.

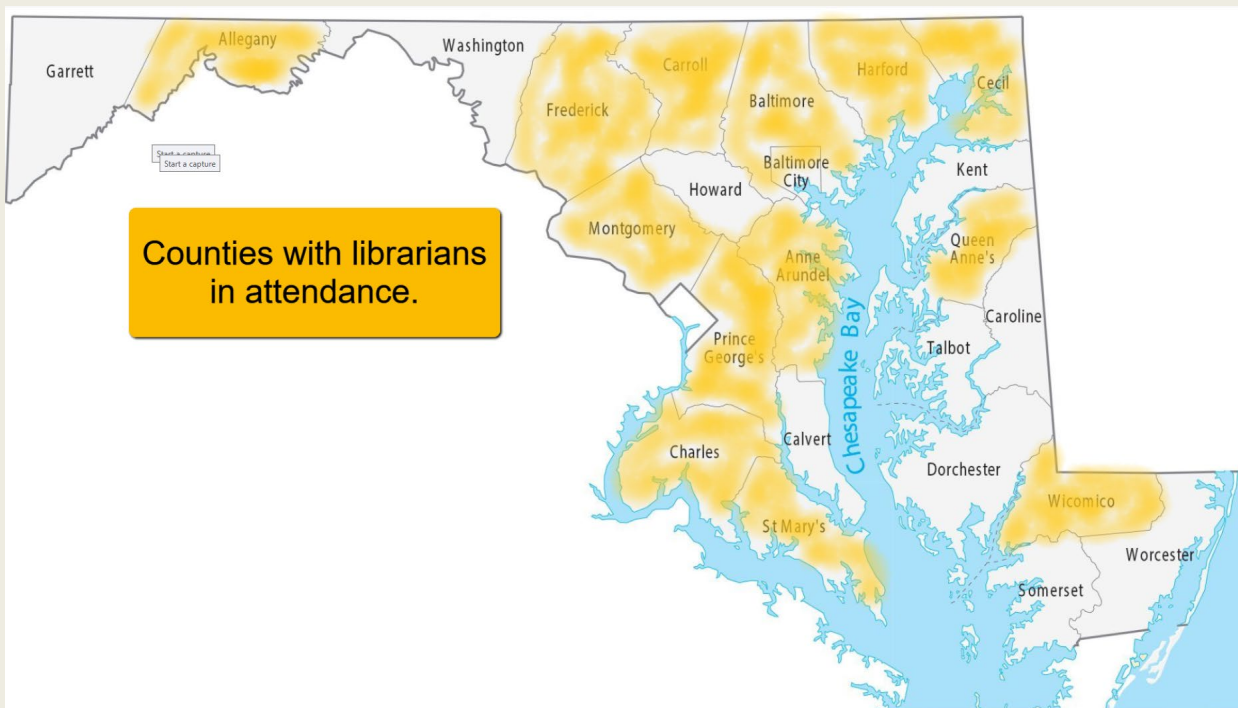


PUBLIC LIBRARY TRAINING

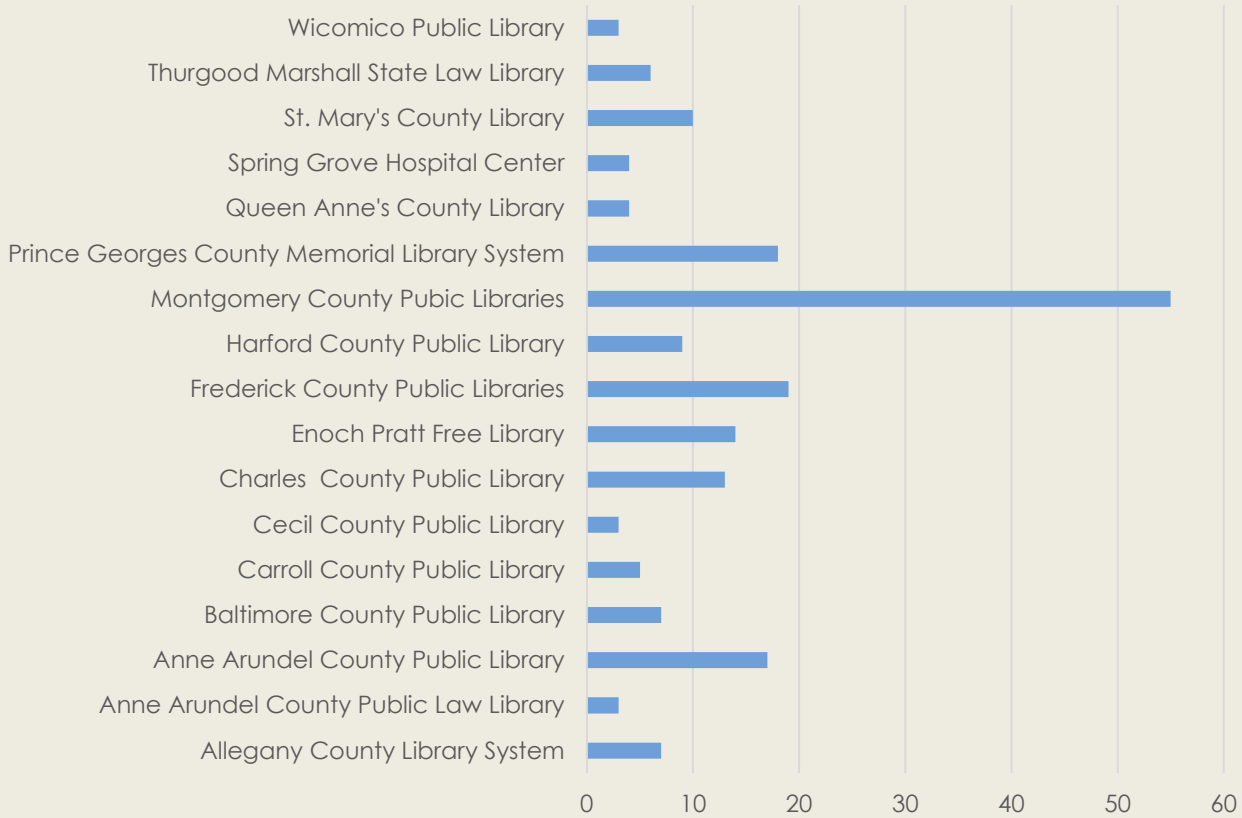
[Law on the Frontlines: Legal Reference Training for Public Librarians](#)

Led by Catherine McGuire, Deputy Director of the Thurgood Marshall State Law Library, the CMCLLD partnership with the Maryland Access to Justice Commission continued to bring legal reference training to public libraries across the state. Through Frontlines trainings, court libraries extend their ability to support public legal information needs.

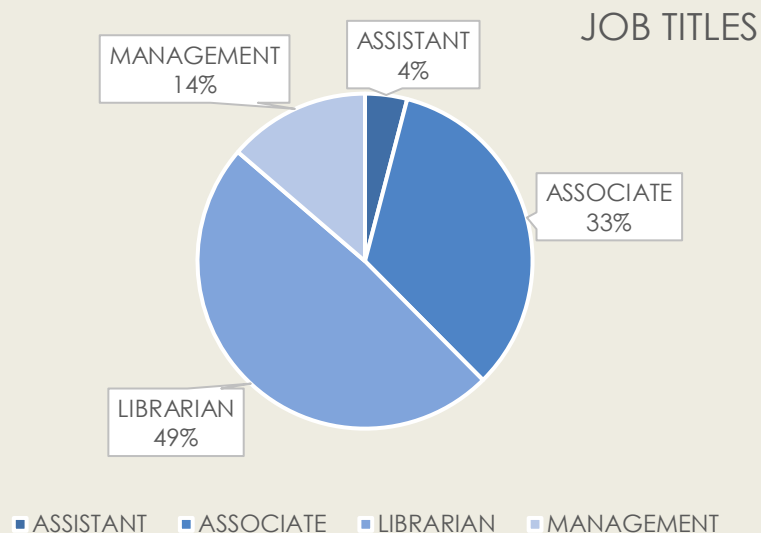
Continuing the virtual format introduced in Spring 2020, Frontlines moved to a CMCLLD-hosted Zoom platform. With CMCLLD hosting there is direct access to participant statistics and customized surveys. Frontlines sessions provided training to 197 participants representing 17 different library systems from 14 Maryland counties.



PARTICIPATING LIBRARIES



There was interest from a variety of library positions. Most were librarians or library associates.



Session topics included:

- Basics I: Legal Reference Best Practices
- Basics II: Foundations of Law for Public Library Reference
- Landlord and Tenant
- Family Law
- Consumer Law
- Public Benefits
- Life & Health Planning

All of the sessions were well received. With a 55% response rate, 100% of participants who completed the survey found the training helpful.

"It has given us practical and accurate information along with guidance to resources that we can share with our customers and colleagues."

"This is really great training! The presenter is fantastic at providing useful information in a user friendly format."

"Concise, clear, practical and to the point advice based on knowledge and experience. An hour session is perfect. Enough time to absorb the content. Well done. Looking forward to the next one."

MARYLAND LIBRARY ASSOCIATION/DELAWARE LIBRARY ASSOCIATION CONFERENCE

The Maryland library Association/Delaware Library Association Conference held in May 2022 provided another avenue for public library legal reference training.

Catherine McGuire, Joan Bellistri, and Reena Shah, the Executive Director of the Maryland Access to Justice Commission, presented the Frontlines basic trainings as a conference program in-person.



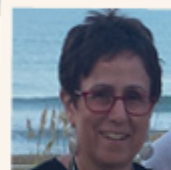
10:45 - 12:45 LAW ON THE FRONT LINES: LEGAL REFERENCE FOR PUBLIC LIBRARIES

Joan Bellistri (She/Her/Hers), Law Library Director, Anne Arundel County Public Law Library; **Catherine McGuire** (She/Her/Hers), Head of Reference and Outreach, Maryland State Law Library; **Reena Shah** (She/Her/Hers), Executive Director, Maryland Access to Justice Commission.

Trustworthy legal information is a critical first step in ensuring that all Marylanders have access to justice. Law and legal reference constitute a specialized area of knowledge and resources. The information presented in this panel will enable reference staff to respond to a legal question with confidence. They will build an ability to recognize when a question may need legal information; conduct an appropriate legal reference interview; respond to a legal question with helpful information without crossing into advice; and identify pertinent resources and referrals from the broad spectrum available. Current relevant topics will be addressed.

Sponsor: GIIG

This program is worth 2 contact hours of continuing education.



JOAN BELLISTRİ



CATHERINE MCGUIRE



REENA SHAH

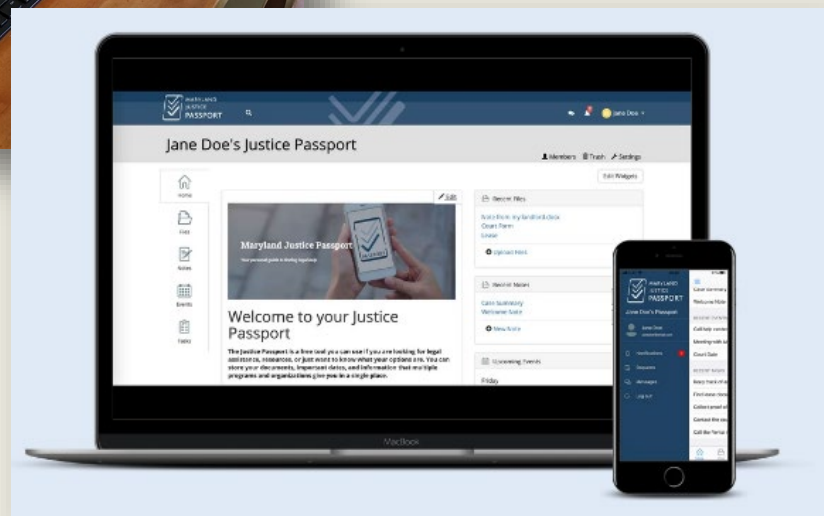
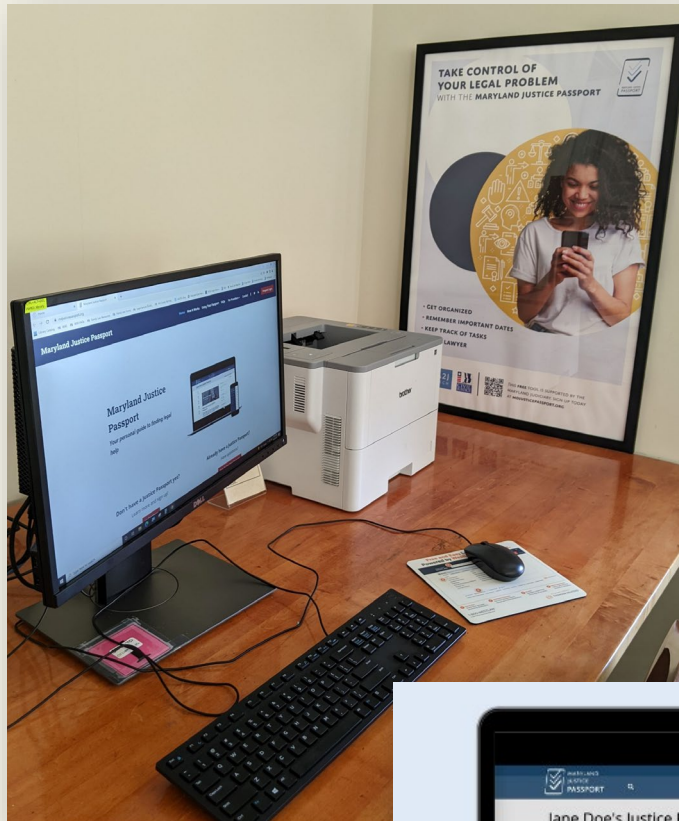
PROMOTIONAL VIDEO

The Judiciary's A2J Department coordinated the creation of a promotional video for Maryland court law libraries.

The video can be viewed on Court TV and other Judiciary video feeds.



MARYLAND JUSTICE PASSPORT



Maryland Court Law Libraries have partnered with the Maryland Justice Passport to offer SRLs assistance with creating passports. Law libraries can provide the technology, access to computers and scanners, for passport creation.

Prince George's County Circuit Court Law Library

During FY22, the Circuit Court for Prince George's County Law Library services were 100% virtual for the first quarter of the fiscal year before opening to attorneys by appointment, and then to all patrons a few months later. More than 66% of inquiries were from the general public and the rest from attorneys and members of the Judiciary.



Advancements and Opportunities:

Electronic Upgrades:

The Law Library transitioned to a cashless payment system which resulted in increased efficiency for Law Library staff and positive comments from patrons.

Digital Impact:

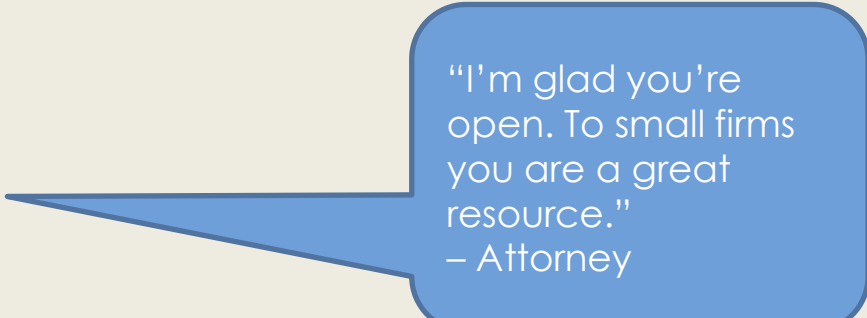
The Law Library demonstrated to judges, with positive results, the LexisNexis Digital Library which allows instantaneous access to over 100 eBooks. Additionally, Law Library staff began MDEC-related trainings in preparation for assisting both attorneys and the public in navigating the system when it goes live in October 2022.

MISSION

Prince George's County Circuit Court Law Library provides legal information and information services to judges and attorneys, state and local employees, and self-represented litigants who reside or practice in Prince George's County, Maryland.

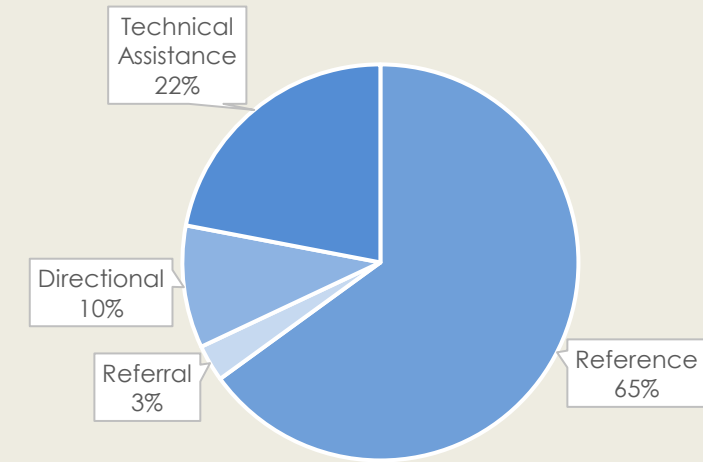
Court and Community Outreach

- Law Library staff conducted outreach to new and established attorneys and placed regular announcements in the Prince George's County Bar Association's monthly newsletter.
- Staff volunteered for the Veterans Appreciation Ceremony, served on the Equal Justice Community Forum Committee, and assisted Court IT with data entry projects.
- Staff increased its Internet presence by claiming and updating its Google Knowledge Panel.
- FY22 saw the return of the Law Library's annual National Library Week book drive. Almost 200 children's and young adult books were donated by the Circuit Court community to benefit New Horizons, a Prince George's County nonprofit.
- The Maryland Judiciary's CourtTV monitor in the Law Library continues to broadcast real-time court news and legal information to the public.
- Staff attended Conference of Maryland Court Law Library Directors, Prince George's County Circuit Court Directors, Law Library Association of Maryland, American Association of Law Libraries, and American Library Association meetings, events and training programs.



"I'm glad you're open. To small firms you are a great resource."
– Attorney

TRANSACTION TYPE

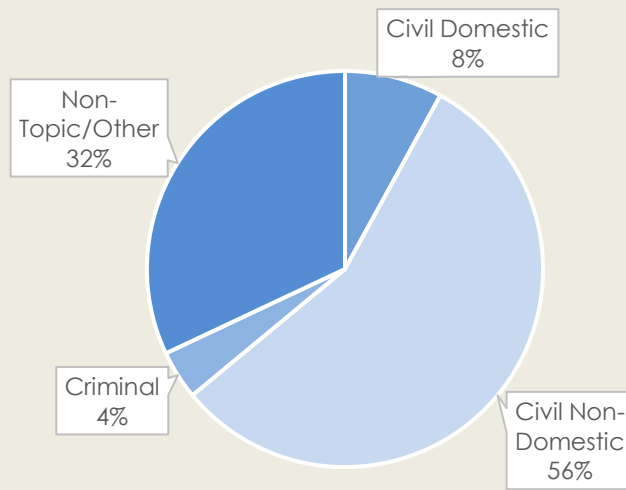


68 % OF TRANSACTIONS INVOLVE REFERENCE & REFERRALS

■ Reference ■ Referral ■ Directional ■ Technical Assistance

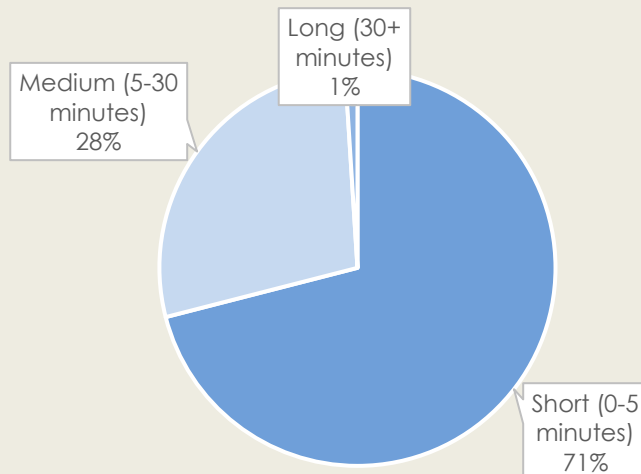
TOPIC

56% OF QUESTIONS INVOLVE CIVIL ACTIONS



■ Civil Domestic ■ Civil Non-Domestic ■ Criminal ■ Non-Topic/Other

DURATION



71% OF TRANSACTIONS TAKE 5 MINUTES OR LESS

■ Short (0-5 minutes) ■ Medium (5-30 minutes) ■ Long (30+ minutes)

Library Databases

Westlaw

Lexis

SASI-CALC

Support Alimony Calculator

Prince George's County Code

National Consumer Law Center Digital Library

Available at the Law Library

Legal research databases for:

- Statutes
- Cases
- Treatises
- Trial Court Documents
- Forms
- Shepardizing or Keyciting
- And more!

Available only on the Attorney Computer

On any computer, click on the Westlaw shortcut on the desktop

THOMSON REUTERS
WESTLAW

Lexis Nexis® Lexis Advance®

Law Library Staff

Tonya E. Baroudi
Director

Vickie Yiannoulou
Assistant Law Librarian

Sharon C. Brandon
Library Assistant

Prince George's County Circuit Court Law Library

Email lawlibrary@co.pg.md.us

Phone 301-952-3438

Fax 301-952-2770

Address 14735 Main Street

Room M1400

Upper Marlboro, MD 20772

Website

www.princegeorgescourts.org/285/Law-Library

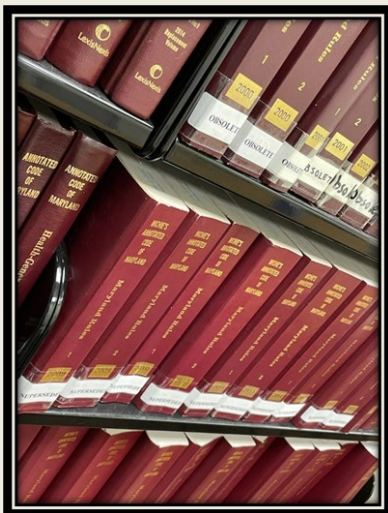
Charles County Circuit Court Public Law Library & Legal Resource Center

Self-Help & Legal Resources Coordinator

During FY22, Charles County Circuit Court hired Julee Snyder as the Self-Help & Legal Resources Coordinator. She came to the Law Library after working in the Clerk's Office in different capacities since 2012.

Julee received her Bachelor of Science Degree in Legal Studies from the University of Maryland Global Campus. She transitioned to the Law Library position because she is passionate about legal research; providing research assistance to the public, judiciary, and members of the bar; and assisting self-represented litigants understand court processes and to effectively participate in their court matter.

Julee took on some of the duties of the former Law Librarian by maintaining the resources available in the Law Library; evaluating materials for inclusion or removal from the Law Library; and providing reference assistance to the public and members of the bar, and assisting law clerks, judges, and magistrates with legal research. By reaching out to other members of CMCLLD for guidance, Julee has been able to seamlessly transition to her new role and enjoys being able to help all patrons and chambers.



Charles County Circuit Court Public Law Library & Legal Resource Center

During FY22, Charles County Circuit Court Administration and the Self-Help & Legal Resources Coordinator collaborated with Access to Justice, District Court, Juvenile & Family Services, and the Charles County Government to implement a Maryland Court Help Center & Family Law Self-Help Center to provide limited legal advice and legal assistance to self-represented individuals. The programs will operate full-time in a shared space in the Law Library. The program opened for services in July 2022.



Self-Help & Legal Resources Coordinator

The goal of creating this position in the Law Library was to ensure we are providing the community with the knowledge, resources, and assistance needed to effectively participate in court matters and to ensure access to justice for all patrons.

The Self-Help & Legal Resources Coordinator would assist in and collaborate with other departments of the court to implement a self-help program to provide limited legal advice and assistance in all civil and family law matters to self-represented litigants, as well as maintain all materials available in the Law Library to best serve all patrons.

Charles County Circuit Court Legal Resource Center & Public Law Library

The Legal Resource Center & Law Library handled 556 questions from the public, bar, and judiciary.

556 Total Interactions

60% In-Person Services
21% Telephone Services
18% Email Services

49% of Interactions were to members of the Bar

37% of Interactions were with members of the public.

1408 Website Hits

The Law Library is continuing an on-going project of editing and reorganizing the Charles County Law Library webpage to be more comprehensive in subject matter and provide more on-line resources for patrons.

The Law Library website was edited to include more comprehensive information, including links to the People's Law Library, and the Thurgood Marshall State Law Library. The website was reorganized to also include links to free online research tools to assist patrons after hours and during courthouse closures.

Charles County Circuit Court Legal Resource Center & Public Law Library

During FY22, the Self-Help & Legal Resources Coordinator assisted a variety of patrons of the law library in various ways. She assisted Judges, Magistrates, and law clerks in legal research projects, members of the bar with reference assistance, and self-represented litigants in obtaining limited legal advice and how to find resources to research law in the library and on the internet.

Julee was grateful for the many compliments she received from Judges, Magistrates, law clerks, and the public. The compliments made her first year in this capacity a very fulfilling experience.

Charles County is looking forward to FY23 with operating the library, and self-help center simultaneously, and providing our community with legal assistance for all civil matters.

“WOW! You are a Rockstar!” - Judge

“The family attorney was right, you are awesome!” – Self-Represented Litigant

“Wow! You are really good at this research stuff!” - Magistrate

“How long have you been so amazing!” – Law Clerk

**The Circuit Court for
Howard County, Law
Library & Legal Resource
Center celebrated one year
at its new location
on July 5, 2022!**

**DURING FY22,
THE LAW
LIBRARY &
LEGAL
RESOURCE
CENTER
WELCOMED
ALMOST 2000
IN-PERSON
VISITORS!**



“Thank you. I am so blessed to know the right people. It is not what you know, but who you know. You rock!!!”

Special Resources

In addition to providing reference, informational and tech support to all library users, the Law Librarian manages the Circuit Court for Howard County's free legal assistance programs – the Civil Law Center and the Family Law Assistance Program. The Civil Law Center is offered twice a month – by appointment. The Family Law Program is offered every Monday and Wednesday morning and two evenings a month – also by appointment.

Library Features

The Law Library offers two conference rooms, six public access computers with individual scanners, a computer designated for video chat with the Maryland Courts Self-Help Center, a print collection and photocopying and printing capabilities.

Electronic Resources

- Westlaw Edge
- Sasi-Calc
- MS Word
- MDEC Kiosk
- Video Chat with a Lawyer



Contact Information

Website:

<http://mdcourts.gov/circuit/howard/lawlibrary>

Email:

howardcircuitinfo@mdcourts.gov

Phone:

410-313-2135

**Hours: 8:00am – 4:30pm
Mondays - Fridays**

Address:

**Circuit Court for Howard County,
Law Library & Legal Resource
Center, 9250 Judicial Way,
Ellicott City, MD 21043**



"I would have been lost without you!"

FY22 Transaction Type

- 81% Reference Questions
- 5% Referrals
- 6% Directional
- 4% Tech Assistance
- 4% Other

FY22 Subject of Questions

- 69% of Questions Involve Family Law Matters
- 15% of Questions Civil Non-Domestic Matters
- 11% of Questions Involve Criminal Matters
- 5% of Questions Involve Other Matters

FY22 Library Customer Type

- 81% of Questions Asked by a Member of the Public
- 12% of Questions Asked by a Member of the Bar
- 7% of Questions Asked by a Member of the Judiciary

Carroll County Circuit Court Law Library



The Circuit Court Law Library is the public law library for Carroll County. The Law Library provides legal information resources and services to support access to justice for the public and the legal research activities of the court, bar and government offices.

Access to legal information is an essential element in the Court's ability to provide access to justice.

It is the mission of the Law Library to provide this necessary access to legal information.

During FY 22, the Law Library at the Carroll County Circuit Court provided on-site and remote legal information assistance.

"Thank you for
your assistance."

"Thank you for
your help."

Self-Represented Litigants

Self-Represented Litigant Questions/Answers:

Q: I am handling my own case and
wanted to make sure I could come to the
library and verify all of my research.

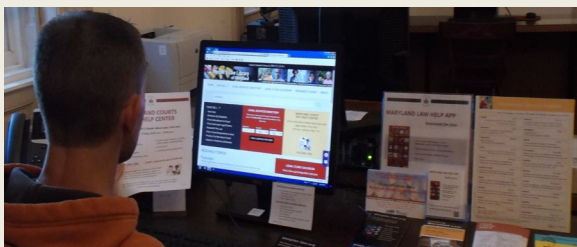
A: The Law Library is open M-F 8:30 am-
4:30 pm for your legal information needs.

Q: Is law online?

A: Yes, the Law Library can provide self-
registry for complimentary, remote access
to legal research databases and offers on-
site online access at the Law Library, too.

Q: I need to use a computer.

A: The Law Library has computers for legal
research and a Self-Help Computer Center
for access to legal service providers and
legal information resources.



**Q: I need a title to a vehicle, does the
Law Library have a form for that?**

A: The Law Library has samples of forms in
its forms book collection.

CONTACT THE
LAW LIBRARY
FOR ALL YOUR
LEGAL
INFORMATION
NEEDS

CONTACT INFORMATION

Website:

<https://circuitcourt.carrollcountymd.gov/law-lib.aspx>

Email: carrollclawlibrary@mdcourts.gov

Phone:
410-386-5672

Address:

**Circuit Court for Carroll County
Law Library
Historic Courthouse
200 Willis Street
Westminster, Md 21157**

Hours of Operation:
Monday-Friday
8:30 am – 4:30 pm



"Thank you very much. This is very helpful. I appreciate your assistance, as always."

Attorney

WHAT ELSE HAPPENS @ the LAW LIBRARY

Attorney walk in – Needs Jury Instructions

Attorney phone call – Needs to use MDEC terminal

Attorney walk in – Needs to use laptop & a quiet space to speak with client during recess in their case

Attorney email – Needs to use alimony calculator

Court Employee - Same day ADR needed –
Needs to use a Law Library conference room

Senior Judge's Chambers – Request for print law book

Two Visitors – Married here 50 years ago & wanted to re-visit the same room married in—Tour given

Judge's Chambers – Requesting legal publication for their chambers collection

Some of Carroll County Circuit Court Law Library's highlights in FY22 include:

- Fiscal Year 22 shaped up to be a great year as Law Library use and reference services increased.
- Held productive Annual Law Library Committee Meeting (members include the Carroll County Circuit Court's Library, Judge & Court Administrator along with Attorneys in the Carroll County Bar Association).
- Librarian participated in monthly zoom meetings with the Conference of Maryland Court Law Library Directors which was created to "Exchange ideas and views on matters relating to the operation, management and leadership of the circuit and court libraries..."
- An updated Appraisal Report of the Law Library's Special Collection was requested and received. The Law Library's Special Collection includes 36 miscellaneous volumes ranging in date from 1719-1799.

Montgomery County Circuit Court Law Library



Montgomery County Circuit Court Law Library assisted the public, bar, and judiciary in-person and remotely during FY22.

Contact Information

Website:

<https://montgomerycountymd.gov/cct/law-library.html>

Location: 50 Maryland Ave,
Rockville, MD 20850, Room N-3420

Email:

lawlibrary@mcccourt.com

Phone: 240-777-9120

Library Hours:

Monday-Friday, 8am-5pm

Services

We help everyone with their local legal research needs. Onsite notary services and meeting rooms are also available.

The following databases are provided to all patrons:

Westlaw

Lexis

NCLC

SasiCalc

Kaufman's Guidelines

HeinOnline

PACER

Maryland Daily Record

Maryland Family Law Update

The BlueBook Online

BloombergBNA (Discontinued access in FY22)

Some FY22 Montgomery County Circuit Court Law Library's highlights include:

1. Served the community's legal research needs

During both normal operations and a pandemic closure, the Law Library served the community in innovative ways

- Prior to and after the courthouse's Phase III closure during the winter of 2021/22, the Law Library operated as normal, serving patrons in-person and remotely with all services running.
 - During Phase III, notary, meeting room, and MDEC Business Center services were suspended. Zoom room services were available upon request from judiciary employees on behalf of the public.
 - During Phase III, a new, temporary service was introduced to the public and bar: Zoom appointments to use SASI-CALC software with a librarian.
 - During Phase III, another temporary service was created—Librarians gave 1-on-1 video Zoom tours of the library to Montgomery College paralegal students.



- In January 2022, the Law Library changed public assistance hours from 8am-5:30pm to 8am-5pm to provide better staff coverage during the daily lunchtime rush.

The Law Library was busier than ever in FY22, even as the nature of legal questions shifted

- The Law Library assisted with 7,611 basic to complex research questions from the public, bar, and judiciary, which was a 145% increase from FY21. Of these questions, 842 concerned family law, 1251 civil law, and 217 criminal law. While questions regarding civil law topics have increased during the advent of the pandemic, FY22 is the first year that the number of civil law-related questions outstripped domestic law questions.
- Anecdotally, librarians have observed more questions regarding administrative appeals, consumer law, landlord tenant law, and peace orders. Additionally, 1859 other inquiries concerned notarization requests, meeting room bookings, and non-legal research topics such as government services and apostille requirements.
- Public patrons, including those who are self-represented, continued to constitute a little over half of our patrons at 57%, similar to 56% last fiscal year. Questions from the bar and local government employees, as well as from the judiciary also held steady at 26% and 17% respectively.

"You are amazing. Thank you!" – Judge

"You are a savior. Thank you for this research. I truly needed this." – Law clerk

"It means the world to me that you librarians are so helpful with requests for info." – Public Patron

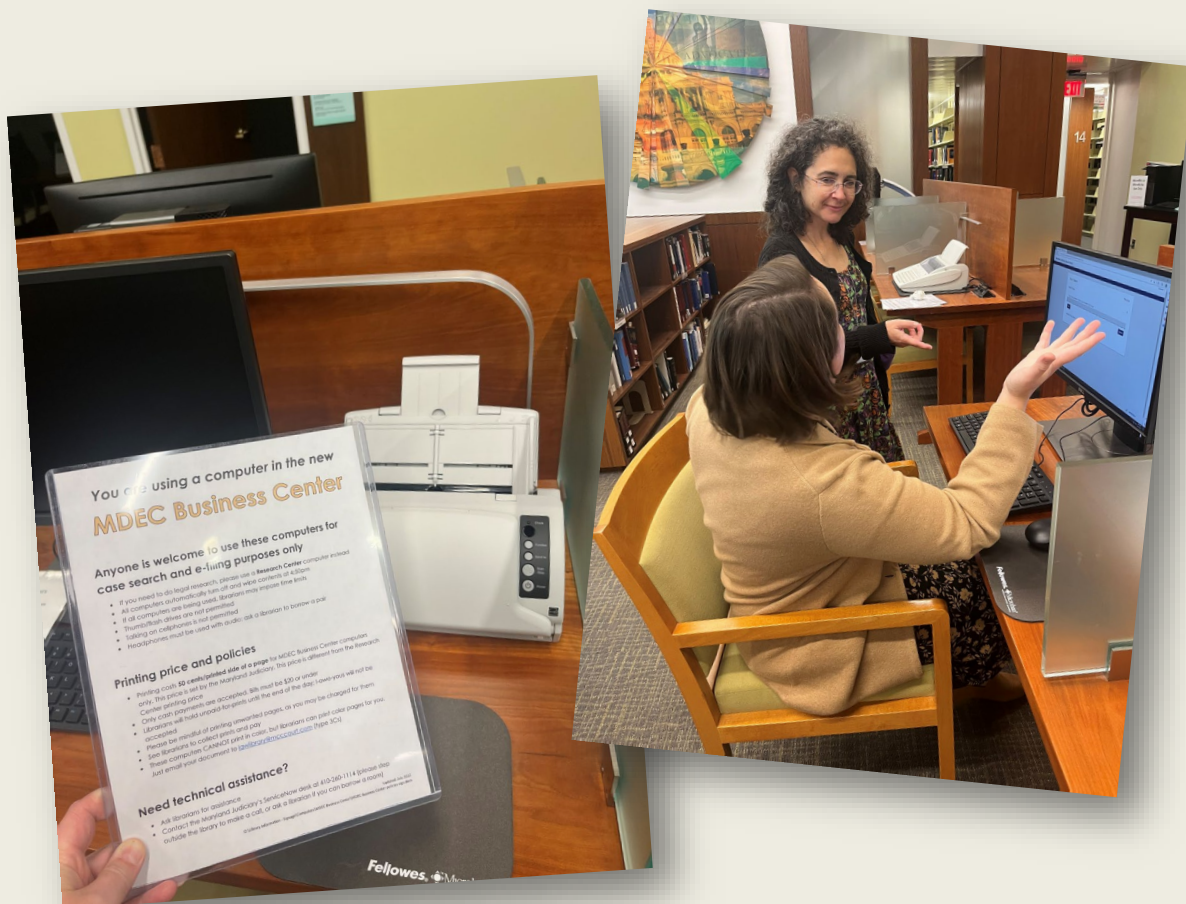
"Thank you, Julia. I cannot thank you and Jenna enough. It is amazing to me how much you have been able to help me via email." -Attorney

2. Implemented a new service for electronic filing

In October of 2021, the Law Library added a new service—the MDEC Business Center. This center consists of three additional public computers loaded with portals to the public MDEC Kiosk and File and Serve programs. At present, Central Files and the Law Library are the only two MDEC Kiosk locations in the court that can print documents from court files.

Librarians assist MDEC Business Center users with operating the MDEC Public Kiosk and submitting filings via File and Serve. Librarians also assist with technical troubleshooting, printing, and locating court rules regarding electronic filing requirements.

While this service was originally envisioned as a convenience for attorneys, most users are public patrons. When Phase III ended in March 2022, the Law Library started gathering usage statistics. From March to June of 2022, 82% of 130 total MDEC Business Center-related questions were asked by members of the public.



3. Improved existing services by adding a second Zoom Room

In FY20, the Law Library added a "Zoom room" service that allows litigants who accidentally show up to court or don't have an adequate set up at home to virtually attend remote hearings. Librarians assist litigants with basic technical issues, as well as coordinate with judge and magistrate chambers to provide litigants with the correct Zoom meeting credentials.

Initially, this service consisted of one private meeting room that was equipped with a computer, Zoom, webcam, and headset. Due to popular demand, in March 2022, the Law Library added a second Zoom room.

4. Implemented inclusive collection development

The Law Library is committed to addressing diversity, equity, and inclusion issues in its collection development and outreach activities. In FY22, the library added LGBTQIA+ and disability interdisciplinary law treatises to its main legal and medical print collections.

5. Held Library Week event to teach courthouse staff about Law Library services and resources

In April 2022, the Law Library held a week-long Library Week "email event" educating court staff about library services, staff, and collections. The aim of this event was to help court staff better utilize the library in their own roles, make informed referrals to the library for the public and bar, and have some lighthearted fun. Each daily email was accompanied by a simple trivia activity and a chance to win a small prize.

The average number of employees participating in the activities was 44 per day.

Library Week Day 4: Too Much Too Zoom & Daily Starbucks Gift Card Raffle!

Law Library Mailbox
To: All Court Staff
Retention Policy: Never Delete (Never)

Expires: 11/15/2022

Connect
WITH YOUR LOCAL LAW LIBRARY
NATIONAL LIBRARY WEEK 2022
DAY 4!

Congratulations to Wednesday's winner: Gaby Alvarez! Come by the Law Library in N-3420 to pick up your Starbucks gift card.

Too Much Too Zoom!

Did a litigant show up to a Zoom hearing in-person again? What happens if a litigant does not have access to technology at home? Send them to the Law Library! We have two Zoom rooms available for people who mistakenly show up to remote proceedings. If possible, please be sure to reserve them in advance or call the library first to make sure we have a room available.

MDEC Business Center

"Thank you for your assistance! The Library Week emails were helpful – I would not otherwise know to send Ms. [court visitor] there today."
-Court clerk

Connect
WITH YOUR LOCAL LAW LIBRARY
NATIONAL LIBRARY WEEK 2022
DAY 5!

Congratulations to Thursday's winner: Matt Bowers! Come by the Law Library in N-3420 to pick up your Starbucks gift card.

Check it Out!

There are many ways to find books! I can use the online catalog, ask a librarian for help, or search for me. Let's answer! How can we help?

There are many ways to find books! I can use the online catalog, ask a librarian for help, or search for me. Let's answer! How can we help?

HOW TO CHECK OUT A BOOK AT MDEC LAW LIBRARY

There are many ways to find books! I can use the online catalog, ask a librarian for help, or search for me. Let's answer! How can we help?

Checking out books from the Law Library is an easy and quick process!

1. Any court staff member can check books out for free!
2. First, simply locate the book you want. Use our [online catalog](#), browse our shelves, or ask a librarian! We also have library maps available (see attachment).
3. Can't find the book you need? Ask a librarian to borrow the book from another library. You can also request that we purchase a specific book for the library's collection.
4. Simply bring the book to the library's front desk and show your work badge. The librarian sitting there will complete the checkout process for you. No library card is needed!
5. Are you a judge or magistrate and need a book fast? Staffing allowing, we are happy to run books up to chambers.
6. Don't sweat due dates or fines. We have multiples of our most popular titles. If you need to borrow a book for several weeks or even a month or so, that's ok with us! We'll contact you if we need a book back sooner.

Answer today's questions for a chance to win a Starbucks gift card!
<http://forms.gle/bsed1U64C4C9D8v1>

Anne Arundel County Public Law Library



The Law Library remained in its temporary new location in the historic section of the courthouse through FY2022. The “old” law library is now the Jury Annex providing space for social-distanced juror selection.

The Law Library has created a space plan and is looking forward to a new permanent home.

Anne Arundel County Public Law Library Staff

Joan M. Bellistri
Law Library Director

Denise Wolf
Law Library Associate

Sarah Green
Law Library Associate

MISSION

The Anne Arundel County Public Law Library serves the needs of Anne Arundel County's court, attorneys, government and citizens by providing access to legal information resources; promoting access to these resources; creating educational opportunities that enhance the understanding of legal information; and providing access to programs providing legal advice to the public.

Information Services Delivery

Remote services that were expanded due to COVID are now a permanent part of information delivery.

The Lawyer in the Library Program continued to operate remotely. The partnership with the Anne Arundel Public Library continues, which increased awareness of the virtual program in the community.

Westlaw passwords, email document delivery and legal research co-browsing are helpful and convenient tools for those needing library services remotely.

The continued use of email templates that include legal assistance referrals and library [FAQ pages](#) have streamlined information delivery to remote and in-person SRLs.

The [Virtual Reference Desk](#) provides quick access to library services remotely that includes referrals to legal help and online information including the Law Library FAQ pages.

“When I came here for help years ago and spoke with the attorney, I was able to save my house.”

-Public patron

Database Access:

Westlaw

Lexis

National
Consumer Law
Center Digital Law
Library

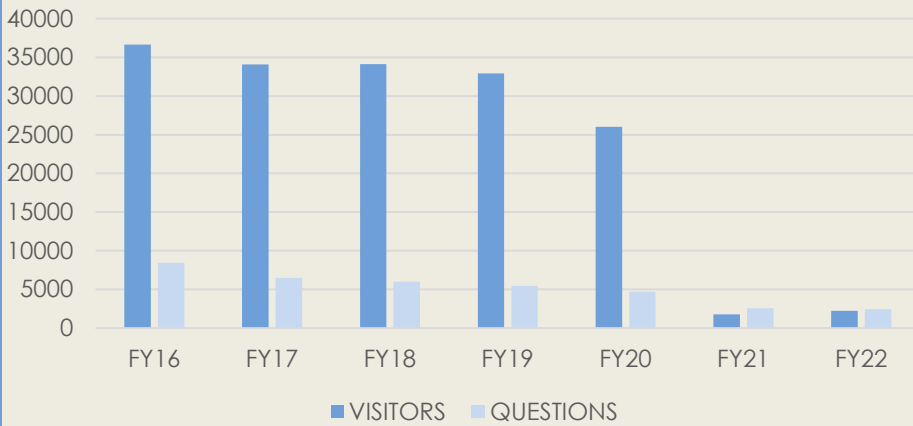
SasiCalc

HeinOnline

Nolo Legal
Information
Reference Center

VitalLaw-Wolters
Kluwer

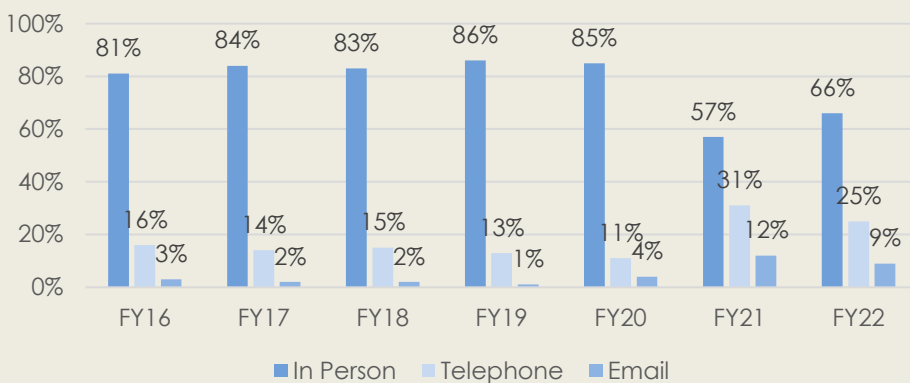
VISITORS AND QUESTIONS OVER TIME FY16-FY22



The number of questions was about the same as last year and the number of visitors increased by 20%. However, the numbers are still well below pre-COVID numbers.

In-person use has increased to 66% from last year's 57%. This is still a much smaller percentage when compared to pre-COVID years.

METHODS OF LIBRARY USE FY16-FY22



The Law Library has submitted an Outreach Plan to Court Administration. The plan seeks to reach past, current and future library users with a variety of access methods.

"Perfect! That was exactly what I was looking for. Thank goodness there are still some law libraries - and librarians - around. You're the best."
-Attorney



2214 visits to the Law Library



2421 questions



159 served by the Lawyer in the Library Program



30,773 web hits

See the full report, FY22 Use Statistics here:

<https://aacpll.files.wordpress.com/2022/09/aacpll-statistics-fy2022.pdf>

Outreach and Referrals

Joan Bellistri participated in the Prince George's and Anne Arundel County Public Libraries' Entrepreneur Academy Webinar providing information on legal resources.

She continued to assist with the Frontlines training for public librarians across the state.

QR codes have been added to law library brochures and flyers.



Cataloging Project

Sarah Green continues to add records for all primary sources, current and historic to the [library online catalog](#).

Anne Arundel County Public Law Library

Anne Arundel County Circuit Court
8 Church Circle
Annapolis, MD 21401

AALawLibrarian@mdcourts.gov
410-222-1387

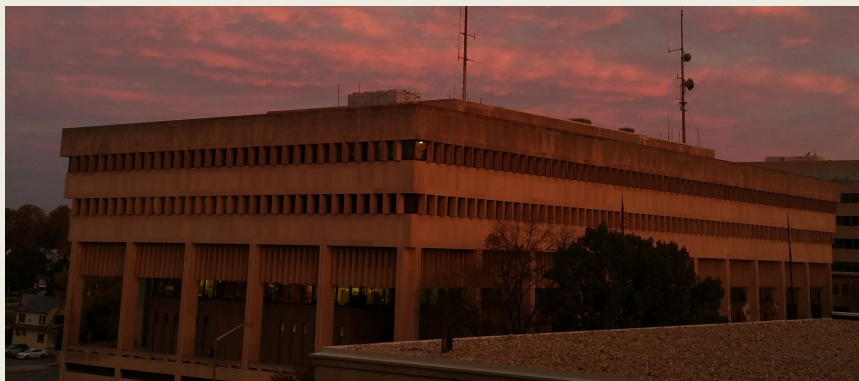
online @

<http://www.circuitcourt.org/legal-help/law-library>

<http://aacpll.pbworks.com>

aacpll.org

Baltimore County Law Library



Due to staff transitions and library renovations, an annual report from Baltimore County Law Library is unavailable this year.

Check out the exciting renovation progress with these pictures:



Baltimore County Law Library

County Courts Building,
Second Floor
401 Bosley Avenue
Towson, Maryland 21204

Library and Civil Self-Help

Phone: [410-887-3086](tel:410-887-3086)

Email: baltcocivilselfhelp@mdcourts.gov

Family Law Self-Help

Phone: [410-887-3446](tel:410-887-3446)

Hours

Monday through Friday
8:30 a.m. to 4:30 p.m.

The Law Library is closed on weekends and [Court holidays](#).

Thurgood Marshall State Law Library

Services and Collections

The number of reference requests increased 9% compared to the prior year. The general public makes up 83% of this volume; and 66% of all requests arrive via email or online contact forms. The library implemented a new reference management system in October 2021, enabling streamlining of incoming reference requests and facilitating allocation and management of requests to and among reference staff.

Working with the Maryland State Archives, the Library began converting cassette tapes to an updated file format. Titles include *Mastering the Rules of Evidence : a Practical-Hands on Approach to the New Rules*, 1995 with Honorable Joseph F. Murphy, Jr. and *Gordon on Chapter 7*, 1995, with Alexander Gordon.

The Library completed a project on printing and cataloging local comprehensive plans. Comprehensive plans, created by local governments, serve as the standard for how land use and development occur over a long-term period. Maryland's local comprehensive plans are available in print; most can be accessed online through the Library's catalog.

14,800+
Reference
Interactions

4.5 million
page views
(PLL & TMSLL)

90%
Services to
Remote Patrons

Mission

The Library, a court-related agency of the Maryland Judiciary, serves the needs of Maryland's government and citizens by: building and preserving collections of legal information resources, promoting access to these collections, and creating educational opportunities that enhance the understanding of legal information.

Education

- To improve our ability to assist our community, staff expanded skills through continuing education in digital accessibility and preservation; instructional design; management and supervisory skills; access to justice; eviction diversion; and elder justice.
- To enhance skills within our Judiciary community, the State Law Library developed and offered courses through the Judicial College in *Introduction to Legal Research*; *Ghosthunting: Digging into Legislative History Research*; *Resources for Self-Represented Litigants*; and *Research Resources for the Legal Professional*. The year also included inaugural sessions of Digital Resource Minis, condensed online sessions focused on a single digital resource available through the Library.
- To enrich the wider community, library staff provided programming at the University of Baltimore School of Law, the University of Maryland Carey School of Law, the University of Maryland College of Information Studies, Towson University, the MSBA Solo Summit, the Maryland Library Association, and the Maryland Partners for Justice Conference.

“I appreciate having this library. I have not resided in Maryland for years and yet need to work on a legal matter within that state's realm. If one is not a lawyer, having clear explanations of legal matters sure does help.”

“Thank you very much. I appreciated your prompt response to this inquiry, and though it took me a little while to review all the resources provided, once I did, I was impressed with what was given. I found it very helpful. To follow-up, this matter has been resolved and I learned a lot in the process.”

“What a high quality and helpful response!”

Contact Information

Thurgood Marshall State Law Library
Robert C. Murphy Courts of Appeal Building
361 Rowe Boulevard
Annapolis, Maryland 21401

Telephone:
410-260-1430
888-216-8156 (toll-free in Maryland)

Email: lawlibrary@mdcourts.gov

People's Law Library (PLL)

Several major content projects were completed in FY2022 to expand access to legal information. The Appeals section was rewritten to provide comprehensive information for all types of appeals. The *Prepare for Court* section was edited to streamline the information and to walk court users through the process. To meet the need for health and estate topics, PLL published a new *Life and Health Planning* section with contributions from the Maryland Attorney General's COVID-19 Access to Justice Task Force. In total, 19 new articles were published during the year.

Expanded language support was a major emphasis for the year. Previously, when the main body of an article was translated, the navigation, menus, and user interface (UI) elements remained in English. Now, when a non-English article is viewed, all UI elements are in the target language, enabling better access for non-English users.

In addition, significant progress was made in translating content into Spanish. Over 80% of articles are now available in Spanish, more than double the number in FY2020.

PLL completed two major projects to revise and improve the *Legal Services Directory* and *Legal Clinic Calendar*. As over 70% of users access PLL via mobile device, the new design allows mobile users to better view the information and find legal assistance more easily.

The People's Law Library (PLL) is a legal information and self-help website maintained and managed by the [Thurgood Marshall State Law Library](#) and supported by Maryland's non-profit legal services providers, pro bono attorneys, and the legal academic community. PLL relies on a network of volunteers, including many attorneys from Judiciary departments, bar associations, law school legal clinics and Maryland Legal Services Corporation grantee organizations.