

# **UNION COUNTY LAW LIBRARY RESOURCES BOARD**

## **MINUTES OF REGULAR MEETING**

**JUNE 5, 2012**

A regular meeting of the Trustees of the Union County Law Library Resources Board was held at the Union County Law Library located in the Union County Courthouse, Room B3, at 1:30 p.m. June 5, 2012.

Present were Chair Rick Rodger, Trustees Frank Howard, David Allen, Tom McCarthy, the Union County Commissioners' Appointee, Steven Badenhop, and the Law Librarian, Monica Overly.

After introducing Mr. Badenhop to the Board, Chair Rodger administered the Oath of Office and called the meeting to order.

Mr. Rodger called for the correction of the last meeting's minutes by striking the next to last paragraph and replacing it to properly reflect his wishes on written authorization of warrants sent to the auditor for payment of bills, time sheets, and other documents. Tom McCarthy suggested Mr. Rodger write it so the wording would be clearer, and moved to correct the minutes and Frank Howard seconded; the resolution passed.

Mrs. Overly presented an itemized list of the expenditures which had been paid from January 1 to May 31, 2012, showing which line item and department it was charged to. The Law Librarian also presented a detailed report of Revenue from fines to date, and a financial spreadsheet showing all income and expenses for each month this year. She indicated that the Library is doing well and should have more revenue than estimated at year's end. Trustee Dave Allen moved to ratify all expenses to date, and Mr. Badenhop seconded; the Motion was adopted.

Chair Rodger said he doesn't believe the departments are receiving the books they have requested and wants a report of books ordered for each department and an update of internet passwords. The Librarian explained that most of the books were renewed or delivered at the end of last year; the Criminal Law HB was just delivered.

Mrs. Overly presented a list of supplies she needed, including copy paper and printer cartridges, a new Notary Stamp, etc. After discussion, upon motion duly made and seconded, the resolution was adopted.

Mrs. Overly updated the Board on the computer that had crashed earlier and that she had replaced it with one from the 6<sup>th</sup> Street building. All the computers were purchased in 2008 and Microsoft XP is outdated, no longer being updated, and needs to be replaced. Mrs. Overly recommended waiting until next year when they can include it in their budget or request assistance. Mr. Rodger suggested the Board go to the County's Data Board and begin a PC Replacement Rotation while keeping the monitors.

Monica presented a list of Conferences and professional development she wished to attend this year. After discussion, permission was given to attend the ORALL annual conference in Indiana, the Ohio Library Council annual conference in Columbus in September and an OLC Technology conference at Mohican State Park in October. Motion was made by David Allen and seconded by Frank Howard, and unanimously carried.

As this meeting is so close to the next meeting in July and some members will be unable to attend, the next meeting has been set for Tuesday, September 11, 2012 at 1:30 p.m. here in the Law Library.

The Meeting is adjourned.

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Chair

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Law Librarian