

## **Union County Law Library Resources Board Minutes**

**November 10, 2021**

**Attending:** Stephen Badenhop, Law Library Board Chairperson; Perry Parsons, Law Library Board Vice Chairperson, Tina Owens-Ruff, Law Library Board Trustee; Robert Parrott, Law Library Board Trustee and Michael Rucker, Law Librarian, serving as secretary for the meeting.

Chairperson Badenhop called the meeting to order at 4:00 p.m. at the Union County Law Library.

First order of business was a review of the minutes from the last meeting held August 11, 2021. With no exceptions, a motion was made by Robert Parrott and seconded by Perry Parsons to approve the minutes and the motion passed.

Next order of business was a review of visitor statistics from August through October with 60 visits reported. It was noted that the Law Library still gets calls and requests concerning notaries and that those inquiries were directed to the Secretary of State's website. Additional discussion concerned the various activities of the Law Library from the August to November period.

Next, Chairperson Badenhop led a discussion of finances which included a review of monthly bills incurred. A motion to approve the bills was made by Perry Parsons and seconded by Tina Owens-Ruff with the motion passing.

Old business was the next topic. It was report that the renewal of the LexisNexis contract had been completed and signed and that a training session would be scheduled in the future for the Lexis+ portion of the contact.

Chairperson Badenhop then began a discussion of new business starting with the budget and beginning with a salary increase for the Law Librarian. The range discussed was between a 3% to 5% increase. A motion to approve an increase of 5% to a rate of \$19.38 per hour effective 11/29/2021 was made by Robert Parrott and seconded by Perry Parsons with the motion being approved. The Board then discussed the budget proposal for 2022. After discussion, a motion was made by Tina Owens-Ruff to approve the budget proposal and was seconded by Robert Parrott followed by the Board voting to approve.

The next topic involved the Board taking over all legal resource purchases for the Marysville Municipal Court including the existing purchases currently being made by the Municipal Court. A motion to approve this measure was made by Perry Parsons and seconded by Tina Owens-Ruff and the vote was approved, with Robert Parrott abstaining.

The Board then began a discussion considering the replacement of older volumes in the Law Library which have not been updated for years. A proposed one-time purchase list had been

prepared and was presented to the Board for consideration indicating such obsolete volumes. Several volumes on the list were considered worthy of renewal or replacement. A motion to go forward with this process was made by Stephen Badenhop and seconded by Tina Owens-Ruff followed by the Board voting to approve (see the attached list of volumes to be purchased).

The next topic concerned the soon to expire term of Board Member Perry Parsons. Mr. Parsons agreed to be re-appointed for another term. This then led to a discussion of a replacement for Board Member Robert Parrott due to his being recently elected to the Judge of the Marysville Municipal Court. Some names of possible candidates were made upon which further inquiry will be made.

The next meeting of the Law Library Resources Board is to be in January of 2022 with the exact date to be determined.

A motion to adjourn was made by Perry Parsons and seconded by Tina Owens-Ruff and the motion was approved.

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