



Second Judicial District Court

Washoe County Law Library

AGENDA

A meeting has been scheduled for the Law Library Board of Trustees on Wednesday, September 4, 2019, at 12:00 PM in the Robert Z. Hawkins Boardroom in the Washoe County Law Library. The library is located in room 101 on the first floor of the Courthouse at 75 Court Street, Reno, Nevada 89501.

NOTE: Items on the agenda may be taken out of order; combined with other items; removed from the agenda; moved to the agenda of another later meeting; or may be voted on in a block. Items with a specific time designation will not be heard prior to the stated time, but may be heard later.

The Robert Z. Hawkins Boardroom is accessible to the disabled. If you require special arrangements for the meeting, call the Law Library at (775) 328-3250, at least twenty-four hours prior to the meeting.

Time Limits. Public comments are welcomed during the Public Comment periods for all matters, whether listed on the agenda or not, and are limited to three minutes per person. Additionally, public comment of three minutes per person will be heard during individual action items on the agenda. Persons are invited to submit comments in writing on the agenda items and/or attend and make comment on that item at the Board meeting. Persons may not allocate unused time to other speakers.

Responses to Public Comments. The Board of Trustees can deliberate or take action only if a matter has been listed on an agenda properly posted prior to the meeting. During the public comment period, speakers may address matters listed or not listed on the published agenda. The Open Meeting Law does not expressly prohibit responses to public comments by the Board of Trustees. However, responses from Board members to unlisted public comment topics could become deliberation on a matter without notice to the public. On the advice of legal counsel and to ensure the public has notice of all matters the Board of Trustees will consider, Board of Trustees may choose not to respond to public comments, except to correct factual inaccuracies, ask for staff action or to ask that a matter be listed on a future agenda. The Board of Trustees may do this either during the public comment item or during the following item: "Board Comment – Limited to Announcements or Issues for Future Agendas".

Supporting documentation for agenda items provided to the Law Library Board of Trustees is available to members of the public at the Law Library located at 75 Court Street, First Floor, Room 101, Reno, Nevada 89501, and online at <https://www.washoecourts.com/LawLibrary>. Ms. Emily Reed, Self Help Center and Law Library Program Manager, is the person designated by the Law Library Board of Trustees to respond to requests for supporting materials. Ms. Reed is located at the Second Judicial District Court and may be reached by telephone at (775) 325-6625 or by email at emily.reed@washoecourts.us.

The agenda will be:

- 12:00 PM
1. Roll Call
 2. Public Comments
 3. Approval of Minutes from Board Meeting of May 1, 2019.*
 4. Update regarding the Law Library, including Lawyer in the Library Update, 2019 statistics on volunteers, attendance, and topics covered; Law Library Statistics for 2019, including statistics on number of patrons and the number and type of materials and resources used.
 5. Introduction of Law Librarian II, Sarah Bates.
 6. Information, discussion, and possible action regarding potential request to the Washoe County Bar Association for funding for one Westlaw Next basic terminal for one year in an amount not to exceed \$4,862.09.*
 7. Discussion and possible action regarding recruitment of volunteers for Lawyer in the Library, recognition for Lawyer in the Library volunteers, and moving the annual recognition event to Pro Bono Week in October.*
 8. Discussion and possible action to set the December meeting date and time.*
 9. Discussion and possible action regarding a Memorandum of Understanding for Utah State University Libraries to provide the services of a Federal Regional Depository Library, such as reference and interlibrary-loan services and training, to the Nevada Federal Depository Libraries, which have been without a Regional Depository since 2011.*
 10. Update, report, and possible action on proposal to work with Sections of the Nevada Bar Association to create a designated pleadings repository in the Law Library.*
 11. Update, discussion, and possible action regarding \$5,000 in funding from the Family Law Section of the Nevada Bar Association for informational videos about the court system and court procedure for the public.*
 12. Discussion and possible action regarding updating the Lawyer in the Library participant program information and disclosure form.*
 13. Board Comment – Limited to Announcements or Issues for Future Agendas
 14. Public Comments
 15. Adjournment

*Denotes items for possible action.

The agenda for this meeting has been posted at the following locations: Washoe County Library (301 S. Center St., Reno), Law Library (Washoe County Courthouse, 75 Court Street, Room 101, Reno), Second Judicial District Court (Washoe County Courthouse, 75 Court Street/South Virginia Street, Reno), Washoe County Administration Building (1001 E. 9th Street, Reno), Sparks Justice Court (1675 E. Prater Way #107, Sparks), online at the Nevada Public Notice Website (<https://notice.nv.gov/>) and <https://www.washoecourts.com/LawLibrary>.