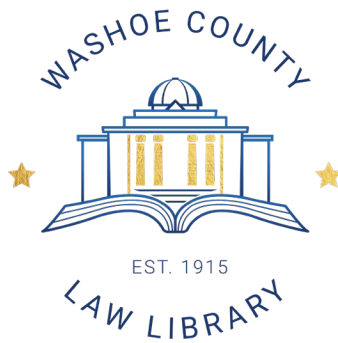




AMENDED LAW LIBRARY BOARD OF TRUSTEES MEETING AGENDA

Wednesday, December 3, 2025

12:00 p.m.

Location: Virtual Zoom Meeting - Available at the Link Below

Law Library Trustees

President, Judge Steinheimer

Chief Judge Jones

Judge Schreinert

Patricial Halstead

Michael Kattelman

Aurora Partridge

Secretary, Cortney Young

A meeting has been scheduled for the Washoe County Law Library Board of Trustees on Wednesday, December 3, 2025, at 12:00 p.m. This meeting will be held by videoconference. Members of the public may attend via the ZOOM webinar by accessing the following link:

<https://washoecourts.zoom.us/j/98114115114?pwd=SFZNK0JPL2Z2cINJQJWaHM5NE56Zz09>

This option will require a computer with audio and video capabilities. To call in by telephone dial: 877 853 5247 (Toll Free) or 888 788 0099 (Toll Free), **Webinar ID: 981 1411 5114, Passcode: 001524.**

The Board President may order the removal of any person whose statement or other conduct disrupts the orderly, efficient, or safe conduct of the meeting. Warnings against disruptive conduct may or may not be given before removal. The viewpoint of a speaker will not be restricted, but reasonable restrictions may be imposed upon the time, place and manner of speech. Irrelevant and unduly repetitious statements and personal attacks which antagonize or incite others are examples of speech that may be reasonably limited.

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.

Accessibility. In compliance with the Americans with Disabilities Act, those requiring accommodation for this meeting should notify the Washoe County Law Library at (775) 328-3250, 24 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 may not allocate unused time to other speakers.

Public Comment. Members of the public may submit public comment in person at the meeting, or by logging into the ZOOM webinar listed above. Members of the public may also submit public comments ahead of time via email to sarah.bates@washoecourts.us.

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>. Sarah Bates, Law Librarian, is the person designated by the Law Library Board of Trustees to respond to requests for supporting materials. Ms. Bates is located at the Second Judicial District Court and may be reached by telephone at (775) 328-3254 or by email at sarah.bates@washoecourts.us. The agenda will be:

- 12:00 PM
1. Roll Call
 2. Public Comments
 3. Approval of Minutes from Board Meeting of September 3, 2025. *For possible action.*
 4. Update regarding the Law Library, staffing, possible agenda and statistics formatting changes, quarterly statistics, including Lawyer in the Library statistics, donation account and sanction account balances and expenditures, list of contracts with expiration dates, list of books purchased in FY25, etc.
 5. Introduction of new Senior Law Library Assistant, Natasha Wolz.
 6. Status update from Mike Kattelman and discussion about the informational video project about the court system and court procedure for the public. The Board may take action to modify or make recommendations regarding the project. *For possible action.*
 7. Status update from Mike Kattelman and discussion regarding the future of Washoe County Bar Association’s annual donation to the Law Library and whether the Washoe County Bar Association will be funding the annual Lawyer in the Library lunch in 2026 and in perpetuity. The Board may take action to modify or make recommendations regarding ongoing discussions with the Washoe County Bar Association. *For possible action.*
 8. Recommendation to approve a contract renewal for the Thomson Reuters Library Maintenance Agreement (LMA) which will extend the agreement with Thomson Reuters

- through December of 2031, with a FY 2027 annual cost of \$97,080, and lock in a 2% maximum increase each year for the next 6 years. *For possible action.*
9. Recommendation to approve proposed dates for next year's meetings. *For possible action.*
 10. Board Membership – Nomination and selection of one attorney member and one non-attorney member for recommendation to the Board of County Commissioners. Each applicant will have an opportunity to speak to the Board and additional public comment will be accepted. *For possible action.*
 - a. Patricia Halstead (incumbent) – attorney member applicant
 - b. Jodi Bennett – non-attorney member applicant
 - c. Brian Erbis – non-attorney member applicant
 - d. Jennifer Salisbury – non-attorney member applicant
 - e. Cortney Young (incumbent) – non-attorney member applicant
 11. Board Comment – Limited to Announcements or Issues for Future Agendas
 12. Public Comments
 13. Adjournment

The agenda for this meeting has been posted at the following locations: Washoe County 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), online at the Nevada Public Notice Website (<https://notice.nv.gov/>), and <https://www.washoecourts.com/LawLibrary>.