

Minutes of Zoom Meeting
Delaware County Law Library Resources Board
August 26, 2020

Present via zoom conference call: Board Members Jonathan Fulkerson, Scott Gordon, and Chuck Curley, Law Library Director, Juli Jones, and Chris Ballard from the Prosecutor's Office.

The meeting took place via teleconference through Zoom due to COVID-19 restrictions. The meeting was called to order by Scott Gordon at 3:04 p.m.

Chuck Curley moved to approve the minutes of the May 21, 2020 meeting. Jonathan Fulkerson seconded and the motion was carried by all Board members.

The members reviewed the policy for notice to the public of board meetings that was drafted by Juli Jones. Chris Ballard suggested adding that notice would also be posted on the law library's website, especially since Juli Jones has already been posting it on the website. Chris Ballard stated that notice is not required for emergency meetings. Scott Gordon suggested changing the notice for special and emergency meetings from 24 hours to "as soon as practicable". Christopher Ballard pointed out that special meetings do require 24 hours' notice to media outlets if they have requested notice. Juli will make changes. Chuck Curley moved to adopt the policy subject to the changes discussed. Jonathan Fulkerson seconded and the motion was approved by all Board members. Juli Jones will circulate the updated policy once changes are made.

The board discussed the meeting with the commissioners on September 10, 2020 at 1:00 p.m. Chuck Curley, Jonathan Fulkerson, and Scott Gordon will be in attendance. Scott Gordon asked Chris Ballard to do some research to ensure that the board was acting within its authority to choose the status of the librarian. Scott Gordon asked for confirmation that the library funds are solely for library use and asked what would happen if the commissioners refused to approve the change to full-time. Chris Ballard stated that ORC 307.51(C) is pretty clear in that it states that the board "shall fix the compensation of the law librarian" but he will look into it.

All board members agreed that the decision was made in good faith and that it was not the intention of the board to exclude the commissioners from the decision. Chuck Curley asked Juli Jones to prepare a written update on her progress on the projects she hoped to accomplish by working full-time. Juli will also prepare packets of the information the board used in making the decision and deliver them to the commissioners about a week prior the meeting.

Juli Jones will be on vacation from September 21-25. She will also possibly be on vacation from December 14-18.

The board reviewed the budget reports. Juli Jones pointed out that revenue was down in April, May, and June due to COVID-19 but that July revenue was back up to normal and she expects that revenue will be normal for the rest of the year, barring any further quarantine or emergencies. Jonathan Fulkerson moved to accept the financial reports. Chuck Curley seconded the motion and all approved.

Juli Jones is working on reviewing and renewing contracts for 2021. She has asked for the budget requests from other departments but only received two as of today. Juli Jones is working on ways to save money for the library.

Chuck Curley pointed out that the agenda should have included his review of the insurance policies. Juli Jones will include that on the agenda for the October meeting. Chuck Curley summarized by stating that the library does get some coverage through the private policy that it doesn't get through the county's CORSA and that he is, therefore, recommending that the library continue to maintain both policies. He will give a more detailed report at the next meeting.

Chuck Curley moved to adjourn the meeting. The motion was seconded by Jonathan Fulkerson and carried by all Board members. The meeting was adjourned at 3:42 p.m.

The next meeting of the Board is October 1, 2020 at 3:00 p.m.

Respectfully submitted:
Juli Jones, Law Library Director