

Minutes of Meeting  
Delaware County Law Library Resources Board  
February 23, 2023

Board members present: Scott Gordon, Dorci Gass-Lower, Chuck Curley, Sarah Huffman.

Law Library Director present: Judy Maxwell.

Also present were Michael Cavanaugh of the Delaware County Prosecutor's office and Steve Lewis, Arik Hochstettler and Dawn Huston appearing on behalf of Delaware County.

The meeting was held in person and was called to order by Chair Scott Gordon at 4:00 p.m.

Mr. Cavanaugh introduced himself as the Board's new assigned legal counsel from the Delaware County Prosecutor's office and board members welcomed him.

Scott Gordon called for a review of the minutes from the meeting of the board on December 8, 2022. Motion was made by Sarah Huffman to accept the minutes. The motion was seconded by Dorsi Gass-Lower. All Board members voted AYE.

Steve Lewis and Dawn Huston gave a verbal report to the Board about the County's investigation into the use of one or more library computers to view pornography. Mr. Lewis reported that the County's investigation confirmed that two library computers had been used to view pornography in late 2022 and early 2023. Ms. Huston prepared a written report summarizing the county's investigation, conclusions and recommendations and presented it to the Board. For at least two reasons, the County is concerned. The library's computers are connected to the County's computer network, so the use of library computers to view inappropriate materials constitutes a security risk. Second, the use of the library's computers to view pornography violates county policy. Mr. Lewis advised that the public access computers at the Law Library have been migrated from the County system to a Guest network. Mr. Hochstettler advised that the County Commissioners strongly recommend that the Board develop or update its computer use policy.

Following that, the Director and Board members discussed how to proceed and the implications of a library policy that would restrict access to materials protected by the First Amendment. The board will discuss this further and develop a computer use policy for library users.

In the meantime, Dorci Gass-Lower moved to authorize the board Chair, Scott Gordon, to write and deliver a letter to the offender expressing the Board's displeasure with his actions. Chuck Curley seconded that motion. All Board members voted AYE.

Scott Gordon called for the election of officers for 2023. All current officers indicated that they would be willing to serve for another year if elected. Dorci Gass-Lower moved that Scott Gordon serve as Chair and Chuck Curley seconded that motion. Chuck Curley moved that Dorci Gass-Lower serve as Vice Chair, and Sarah Huffman seconded that motion. Scott Gordon moved that

Chuck Curley serve as Secretary and Sarah Huffman seconded the motion. All Board members voted AYE on all three motions.

April Campbell joined the meeting at 4:40 p.m.

Director Judy Maxwell gave a report on the library's finances through 2022 and January 2023 and distributed reports for budget, revenue and expenditures. Revenue for 2022 was below projections, but so were expenses. There was a budget shortfall of approximately \$14,000 for 2022.

Director Maxwell reported that she has completed an inventory of library reading materials and that the inventory is available to herself and board members online with the use of a password. Library users will have online access, but only to titles that are available.

Director Maxwell reported that the old Ricoh copier has been removed and that the new Konica copier is included in the County's inventory.

Director Maxwell has circulated various County Law Library policies and a draft Delaware County policy on computer use and FOB issuance to board members. Scott Gordon has emailed a link to policies at the Delaware District Library. The Board asked that Director Maxwell draft and circulate proposed general and computer use policies with the assistance of Mr. Cavanaugh.

The Board scheduled a special meeting for 4:00 p.m. on March 22, 2023 to discuss library use and computer policies.

Scott Gordon asked if there was any additional business and there was none. He then declared the meeting adjourned at 5:18 p.m.

The next scheduled regular meeting is at 4:00 p.m. on April 20, 2023.

Respectfully submitted,

W. Charles Curley, Recording Secretary