

**MINUTES OF THE
CLARK COUNTY LAW LIBRARY
BOARD OF TRUSTEES**
Meeting Held December 8, 2011

I. CALL TO ORDER/CERTIFICATION OF PROPER POSTING OF AGENDA.

The meeting was called to order at 12:08 p.m.

Board members present:
Thomas Beatty, *President*
Judge Wiese
Barbara Wagner
Betsy Avila

Board members not present:
Margaret Lambrose, *Secretary*
Judge Bell
Judge Giuliani

Others in attendance:
Elizabeth Vibert, Legal Counsel
Denise Shields, Sr. Financial Analyst, Clark County Dept. of Finance
Kevin Clanton, Library Director, Clark County Law Library
Karen Byrd, Office Services Manager, Clark County Law Library

Mr. Clanton certified that the agenda had been properly posted.

II. APPROVAL OF AGENDA AS POSTED FOR POSSIBLE ACTION.

It was moved and carried that the agenda be approved as posted.

III. APPROVAL OF MINUTES OF NOVEMBER 3, 2011. BOARD ACTION AS DEEMED APPROPRIATE FOR POSSIBLE ACTION.

It was moved and carried that the minutes of November 3, 2011, be approved.

IV. LIBRARY OPERATIONS REPORTS. DISCUSSION AND BOARD ACTION AS DEEMED APPROPRIATE FOR POSSIBLE ACTION.

Mr. Clanton presented the following to the board:

- E-filing for Justice Court litigants and the library's role in assisting patrons. Mr. Clanton to report on a possible solution for assisting special need litigants in the e-filing process.
- Proposal to close the library on Saturday, December 24, 2011, and December 31, 2011, due to the holidays.

It was moved and carried that the library closes December 24 and December 31, 2011.

V. FINANCIAL REPORT. DISCUSSION AND POSSIBLE ACTION REGARDING THE LAW LIBRARY FINANCIAL REPORT.

Mr. Clanton informed the board of the following:

- Cash on hand as of November 3, 2011, was \$305,079.92
- The revenue report for November 2011, was received December 8, 2011, and continued to show a decline in revenue received.

No action taken.

VI. DATE FOR THE NEXT BOARD MEETING SCHEDULED FOR FEBRUARY 9, 2012. BOARD ACTION AS DEEMED APPROPRIATE FOR POSSIBLE ACTION.

No action taken.

VII. PUBLIC COMMENT.

None.

VIII. ADJOURNMENT.

Meeting adjourned at 12:55p.m.

Attest:

Thomas D. Beatty, *President*
Clark County Law Library
Board of Trustees

Margaret Lambrose, *Secretary*
Clark County Law Library
Board of Trustees