

WASHOE COUNTY LAW LIBRARY
SECOND JUDICIAL DISTRICT COURT
Law Library Board of Trustees
Meeting Minutes

SUBCOMMITTEE MEETING
April 13, 2021 at 12:00 noon

1. Roll Call:

Subcommittee Board Members Present:

Mike Kattelman, Rost Olsen, Gary Silverman

Also present were:

Sarah Bates, Law Librarian, Sheila Mansfield, Law Library and Lindsay Liddell, Deputy District Attorney.

2. Public Comments:

Rost Olsen called for public comment. No public was on video meeting so there was no public comment.

3. Approval of Minutes from March 16, 2021:

Majority of members having read the minutes, Mr. Kattelman moved for approval of the minutes of the March 16, 2021, meeting. Mr. Silverman seconded the Motion. The Motion carried and the minutes were approved.

4. Status update and discussion regarding informational video project:

Discussion was held regarding the sample videos which the committee members have been working on. They have proved more difficult than anticipated. Some discussion ensued regarding having scripts to produce the videos instead of the straight talk method which has been previously discussed. Mr. Silverman moved that the subcommittee would use scripts for the videos. Mr. Kattelman seconded the Motion. The Motion carried.

5. Review of potential production companies:

Discussion was held on this issue. Mr. Olsen again brought up the journalism school as a potential place to go to have the videos produced. Further discussion was held regarding the 3 bids which the law library had obtained for this project. The subcommittee thought it would be best to delegate the hiring of a production company to the Law Library Board of Trustees. Mr. Kattelman inquired which companies the bids came from. Sarah Bates indicated the three bids were from Sosu TV, Digiman Studio, and Full Circle Productions Media and some discussion ensued regarding the details of those bids. More discussion was held regarding the

production of the videos and what the cost will be. Mr. Kattelman moved that the 3 bids obtained should be presented to the Law Library Board of Trustees at their meeting on May 5, 2021, for final decision. Mr. Olsen seconded the Motion. More discussion ensued regarding not closing the bids to the 3 bids but allowing other bids to be considered if presented. The subcommittee agreed their focus should only be for the making of the videos only. Mr. Silverman made a second motion. Mr. Kattelman seconded the Motion. Motion carried.

Sarah Bates will add this issue to the Law Library Board of Trustees May 5, 2021, meeting agenda and will also forward to the subcommittee the 3 bids received so far. The law library staff will also reach out to the Reynolds School of Journalism for an additional bid to include with the bids already received to present to the Law Library Board of Trustees at their meeting. There was more discussion regarding how to produce the scripts.

6. Status update regarding adding Board Members to the Subcommittee:

Discussion was held regarding adding board members to the subcommittee. Mr. Silverman moved to not add any more members to the subcommittee. More discussion ensued to add two more members to the subcommittee to aid in the production of the videos. Ms. Liddell commented on how open meeting laws work and noted that there is a bill currently before the legislature regarding subcommittees. More discussion was held regarding the production of the videos.

Mr. Kattelman moved to table the issue of adding new board members to the subcommittee until the next meeting to see if 3 board members can produce the videos required without adding board members and still adhering to open meeting laws. Mr. Silverman seconded the motion. Motion carried. Some discussion was held as to what should be accomplished before the next meeting. Mr. Kattelman assigned topics to each subcommittee member for production before the next meeting. More discussion was had regarding the production of the videos.

7. Next meeting was set for May 18, 2021, at 12:00 noon.

8. Public Comments: None

9. Meeting adjourned.

These minutes were prepared by the Law Library staff and were not approved by the Law Library Board of Trustees Video Subcommittee.