



Second Judicial District Court Washoe County Law Library

AGENDA

Locations:

Virtual Zoom Meeting- Available at the Link Below

A meeting has been scheduled for the Law Library Board of Trustees on Wednesday, May 25, 2022, at 12:00 PM. This meeting will be available by videoconference. Members of the public may attend the ZOOM webinar remotely by accessing the following link:

<https://washoecourts.zoom.us/j/98114115114?pwd=SFZNK0JPL2Z2clNJQlJWaHM5NE56Zz09>

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.**

Arrangements may be made in advance to attend the meeting using remote technology at the Law Library at 75 Court St., Reno, NV 89501 in Room 101. The Board Chair 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 by logging into the ZOOM webinar listed above.**

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>. Ms. Emily Reed, Assistant Court Administrator, is the person designated by the Law Library Board of Trustees to respond to requests for supporting materials. Ms. Reed is located at the Second Judicial District Court and may be reached by telephone at (775) 325-6625 or by email at emily.reed@washoecourts.us.

The agenda will be:

12:00 PM

1. Roll Call
2. Public Comments
3. Approval of Minutes from Board Meeting from February 2, 2022. For possible action.
4. Board member update: resignation of Judge Freeman, welcoming of Chief Judge Simons (Judge Steinheimer).
5. Update regarding the Law Library 2022 statistics, including Lawyer in the Library, and National Library week.
6. Recap of Northern Nevada Women Lawyers Association Law Day events held Monday, May 2 – Thursday, May 5, 2022.
7. Recommendation to accept reimbursement from the Washoe County Bar Association of the costs for one employee to attend the American Association of Law Libraries Annual Conference in Denver, CO in July 2022. For possible action.
8. Status update from Mike Kattelman and discussion about the informational video project about the court system and court procedure for the public. For possible action.
9. Board Comment – Limited to Announcements or Issues for Future Agendas
10. Public Comments
11. 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), the Nevada Public Notice Website (<https://notice.nv.gov/>), and the Washoe County Law Library Website (<https://www.washoecourts.com/LawLibrary>).

WASHOE COUNTY LAW LIBRARY
SECOND JUDICIAL DISTRICT COURT

Law Library Board of Trustees

Meeting Minutes

February 2, 2022

1. Roll Call

Board Members present:

Honorable Scott Freeman, Honorable Connie Steinheimer, Honorable Tamatha Schreinert, Cortney Young, Kathi Lutsch and Mike Kattelman.

Patricia Halstead joined during item 8 at 12:19 p.m.

Also present were:

Sarah Bates, Emily Reed, and Trenton Ross, Deputy District Attorney (Washoe County District Attorney's Office)

2. Public Comments:

None.

3. Approval of Minutes from Board Meeting of November 16, 2021. For Possible Action.

Motion to approve the minutes was made by Judge Schreinert and seconded by Trustee Kattelman.

No discussion was had.

Minutes approved unanimously. President abstained.

4. Update regarding the Law Library, annual statistics, staffing, including Lawyer in the Library Update, 2021 statistics on volunteers and attendance.

Ms. Bates provided an update to the Board. Statistics are included in the packet provided. Ashlee Smith was hired from Justice Court as a Law Library Assistant III. The library is currently fully staffed.

Liz Williams is handling the Lawyer in the Library recruitment and scheduling of the lawyers.

No action was taken.

5. Nomination and Election for Law Library Board of Trustees Officer Positions of President and Secretary. For possible action.

Ms. Reed called for nominations for President. Judge Freeman nominated Judge Steinheimer to continue as President. Ms. Reed called for the vote and it passed unanimously.

Ms. Reed called for nominations for Secretary. Trustee Kattelman nominated Trustee Young. Ms. Reed called for the vote and it passed unanimously.

6. Status update from Mike Kattelman about the informational video project about the court system and court procedure for the public. For possible action.

Trustee Kattelman updated the Board on the progress as well as a timeline to receive the draft videos. Trustee Kattelman requested this item be moved to the May agenda.

No discussion was had.

This item was moved to the May agenda with no objection from the Board.

7. Recommendation to accept a donation of \$1870.17 from the Washoe County Bar Association to purchase awards for to recognize and show appreciation for our Lawyer in the Library 2021 volunteers. For possible action.

Ms. Bates and Library staff had requested the funds from the WCBA for the Lawyer in the Library event. This is our public acknowledgment of the funds, and the Board is being asked to accept it formally.

Trustee Kattelman moved for the acceptance.

Judge Schreinert seconded.

No discussion was had.

Motion passed unanimously.

8. Recommendation to accept a donation of \$3,470.00 from the Washoe County Bar Association for the purchase of a one-year subscription to the HeinOnline database and the purchase of 25 books from the National Business Institute (NBI). For possible action.

Ms. Reed provided a description of what is included in the subscription. Ms. Bates provided additional information about the database and its value to the Law Library. This resource must be used in the library.

The NBI resource books have been a historical part of the contents of the library for many years. Ms. Reed requests that the Board accept the donation.

Trustee Young requested information regarding the funding. Ms. Reed provided details regarding the budget and events that lead to securing the funds from WCBA.

Motion to accept the donation was made by Trustee Young and seconded by Judge Freeman.

No discussion was had.

Motion passed unanimously.

*Ms. Halstead joined the meeting during this item (12:19 p.m.)

9. Board Comment – Limited to Announcements or Issues for Future Agendas.

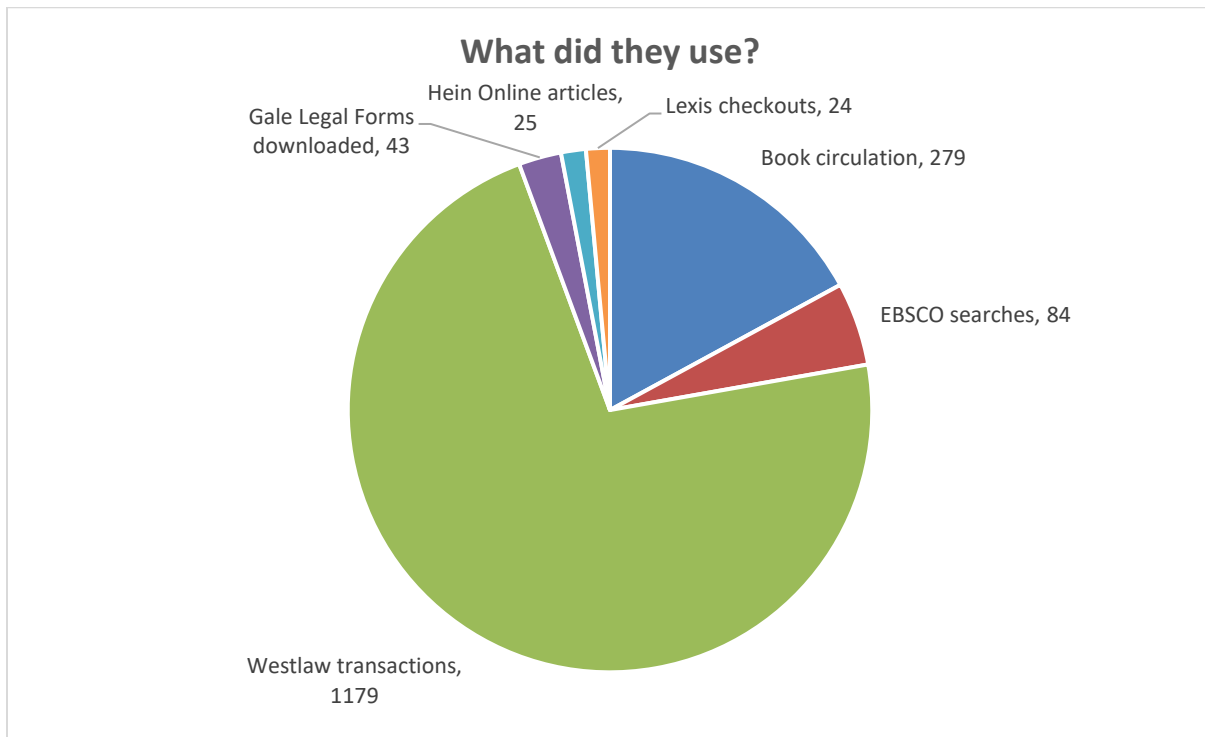
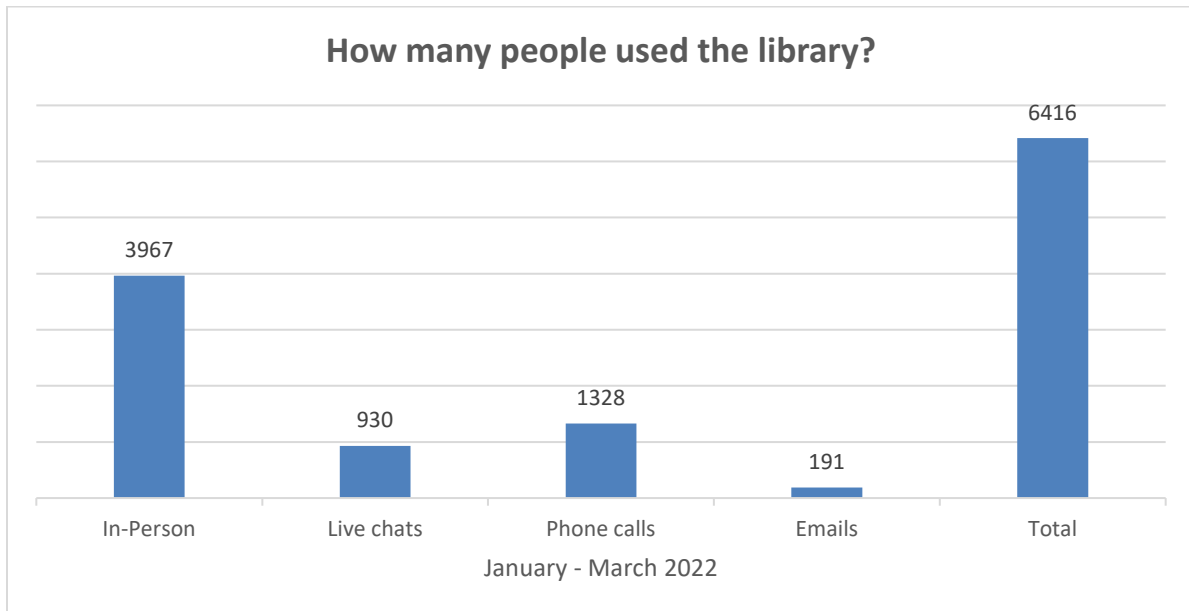
None.

10. Public Comment.

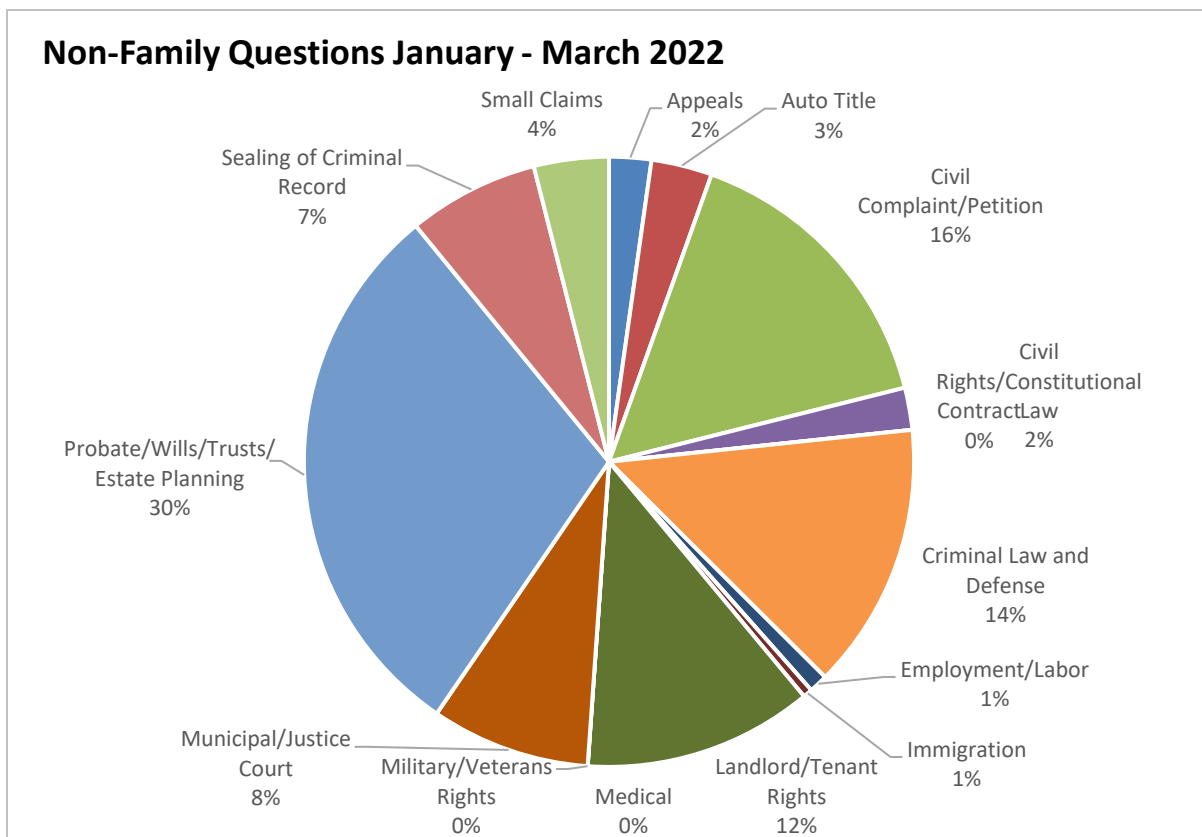
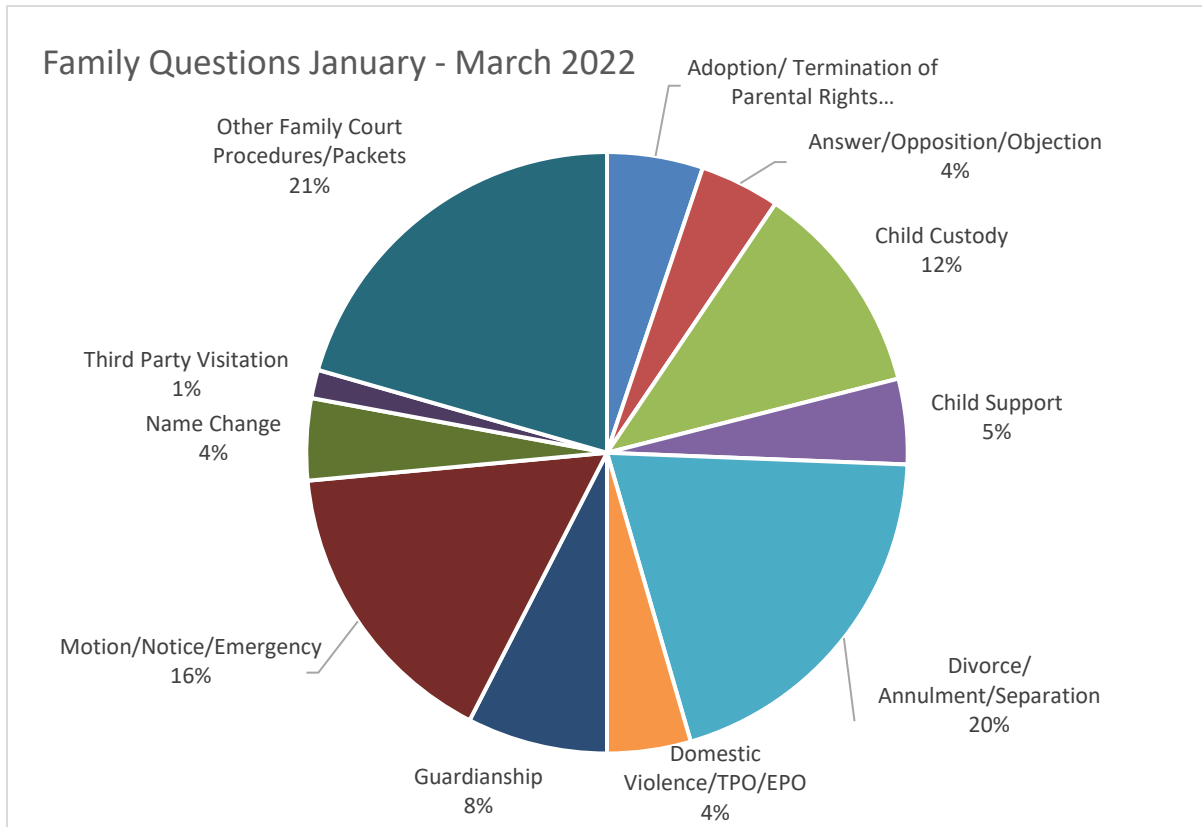
None.

11. Adjournment at 12:22 p.m.

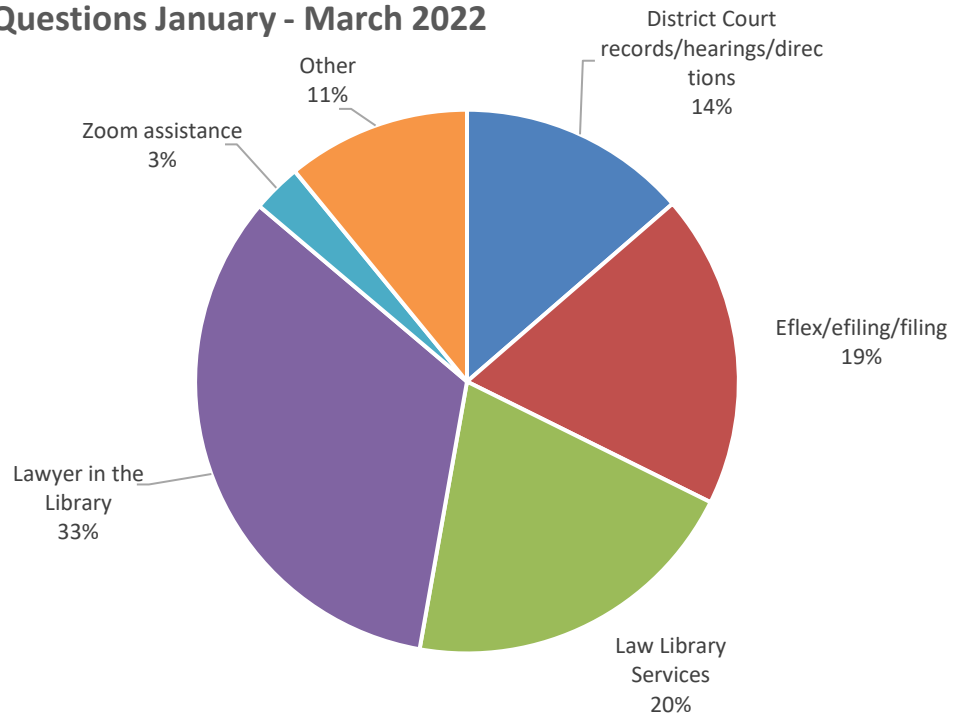
Law Library Statistics January – March 2022



What questions did they ask?



Other Questions January - March 2022



Total questions answered: 3,061

**LAWYER IN THE LIBRARY PROGRAM
JANUARY-MARCH 2022**

New volunteer attorneys are in bold.

DATE	ATTORNEYS	# OF ATTENDEES	# ON WAITLIST WHO WERE NOT CONTACTED/ TYPE OF WAITLIST
JAN. 4, 2022	Gary Silverman/Tehan Slocum	13	1 Family
JAN. 5, 2022	Jane Susskind /Tim Summers	12	2 General
JAN. 11, 2022	Rost Olsen/Max Stovall	13	0
JAN. 12, 2022	Colton Loretz	7	2 General
JAN.18, 2022	Kathy Breckenridge/Gary Silverman	14	0
JAN. 19, 2022	Matt Morris/John White	13	3 Probate
JAN. 25, 2022	Kendra Jepsen/Jonathan King	13	0
JAN. 26, 2022	Madelyn Shipman	8	7 General
FEB. 1, 2022	Elizabeth Bittner/Max Stovall	13	4 Family
FEB. 2, 2022	Adam McMillen/Tim Summers	14	0
FEB. 8, 2022	Max Stovall/Travis Clark	14	0
FEB. 9, 2022	Colton Loretz	6	2 General
FEB. 15, 2022	Jonathan King/Rost Olsen	15	5 Family
FEB. 16, 2022	Matt Morris/John White	10	5 General/ 1 Probate
FEB. 22, 2022	Kendra Jepsen/Tehan Slocum	15	1 Family
FEB. 23, 2022	Matt Morris	8	3 General
MAR. 1, 2022	Janet Traut/Bryan Carpenter	15	2 Family
MAR 2, 2022	Madelyn Shipman/Robert Broili	12	11 General
MAR 8, 2022	Gary Silverman/Bronagh Kelly	14	9 Family
MAR. 9, 2022	Colton Loretz	8	3 General
MAR. 15, 2022	Kathy Breckenridge/ Chad Pace	16	0
MAR. 16, 2022	Kristen Matteoni/ John Samberg	15	6 General
MAR. 22, 2022	Mike Roth/Bronagh Kelly	13	0
MAR. 23, 2022	Matt Morris/Jane Susskind	11	3 General
MAR. 29, 2022	Kendra Jepsen/Janet Traut	14	3 Family
MAR. 30, 2022	Matt Morris/Colton Loretz	8	2 General
TOTAL		314	75*

*25 Family, 46 General, 4 Probate