



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, December 6, 2023, 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.**

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 via Zoom or by dialing into the meeting by telephone. To provide public comment via Zoom, log into the ZOOM webinar at the above link and utilize the "Raise Hand" feature during any public comment period. To provide public comment via telephone only, attend the meeting via phone at the above telephone number, and then press *9 to "Raise Hand" and *6 to mute/unmute. Members of the public may also submit public comments ahead of time via email to sarah.bates@washoecourts.us no later than 4:00 p.m. on the day before the meeting.

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>. Sarah Bates, Law Librarian, is the person designated by the Law Library Board of Trustees to respond to requests for supporting materials. Ms. Bates is located at the Second Judicial District Court and may be reached by telephone at (775) 328-3254 or by email at sarah.bates@washoecourts.us. The agenda will be:

- 12:00 PM
1. Roll Call
 2. Public Comments
 3. Approval of Minutes from Board Meeting of September 6, 2023. *For possible action.*
 4. Update regarding the Law Library including statistics, Lawyer in the Library, Federal Depository anniversary, grant reports, donations received in 2023.
 5. Discussion regarding and possible action to approve investment options for the sanction funds held in the account with the Community Foundation of Northern Nevada. Currently, the account is held in a cash only, non-interest-bearing account. Other options include interest-bearing accounts with varying levels of accessibility to the money. *For possible action.*
 6. LexisNexis 3-year contract renewal for print books and digital library subscription with a cost of up to \$60,000 per year. *For possible action.*
 7. Discussion regarding and possible action for the Board to annually approve the Law Library general funded budget at the May Board meeting. *For possible action.*
 8. Discussion regarding annual donations received from Washoe County Bar Association (\$10,170.00 for 2023) and other donations restricted to Law Library use; possible action to create a donation fund for the purpose of accounting for the donated funds outside of the Law Library budget and authorizing the Law Librarian to spend donated funds as needed, and report annually any contributions and expenditures to the Board. *For possible action.*
 9. Discussion regarding and possible action to give the Law Librarian the authority to spend up to \$10,000 on a single purchase, as needed, without prior Board approval. *For possible action.*
 10. Discussion regarding and possible action to approve funding for the Lawyer in the Library Volunteer Appreciation Lunch to come from the Washoe County Law Library Fund held with the Community Foundation of Northern Nevada. A budget of \$4,300 was approved at the September 6, 2023 meeting. *For possible action.*
 11. Discussion regarding and possible action to reschedule the Lawyer in the Library Volunteer Appreciation Lunch to noon on Wednesday, February 21, 2024. *For possible action.*
 12. Discussion regarding and possible action to allow the Law Librarian to work with the Washoe County Digital and Branding staff and their digital designer to create a Law Library logo. *For possible action.*

13. Board Membership – Nomination and selection of one attorney member and one non-attorney member for recommendation to the Board of County Commissioners. Each applicant will have an opportunity to speak to the Board and additional public comment will be accepted. *For possible action.*
 - a. Patricia Halstead – attorney member applicant
 - b. Krissta A. Kirschenheiter –attorney member applicant
 - c. Cortney Young – non-attorney member applicant
 - d. Scott L. Benton – non-attorney member applicant
 - e. Scott L. Finley – non-attorney member applicant
 - f. Rosanna Garibay – non-attorney member applicant
14. Discussion and possible action to authorize Board Secretary to provide certified excerpts of Board minutes as directed by the President. *For possible action.*
15. Discussion and possible approval of next year’s meeting dates. *For possible action.*
16. Board Comment – Limited to Announcements or Issues for Future Agendas
17. Public Comments
18. 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), online at the Nevada Public Notice Website (<https://notice.nv.gov/>), and <https://www.washoecourts.com/LawLibrary>.