



## 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 4, 2024, at 12:00 PM. This meeting will be held in the in the Robert Z. Hawkins Boardroom in the Washoe County Law Library at 75 Court St., Reno, NV 89501 in Room 101, as well as by videoconference. Members of the public may either attend in person, or via the ZOOM webinar by accessing the following link:

<https://washoecourts.zoom.us/j/98114115114?pwd=SFZNK0JPL2Z2cINJQIJWaHM5NE56Zz09>

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 in person at the meeting, or by logging into the ZOOM webinar listed above. Members of the public may also submit public comments ahead of time via email to [sarah.bates@washoecourts.us](mailto:sarah.bates@washoecourts.us).

**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](mailto: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 4, 2024. *For possible action.*
  4. Update regarding the Law Library, quarterly statistics, including Lawyer in the Library statistics, staffing, donation account and sanction account balances and expenditures, list of contracts with expiration dates, list of books purchased in FY24, etc.
  5. Status update from Mike Kattelman and discussion about the informational video project about the court system and court procedure for the public. The Board may take action to modify or make recommendations regarding the project. *For possible action.*
  6. Recommendation to approve Lawyer in the Library Participation Policy. *For possible action.*
  7. Recommendation to approve proposed dates for next year’s meetings. *For possible action.*
  8. Recommendation to approve reduction of Westlaw patron access subscription and addition of Lexis+ patron access subscription, with a net savings of approximately \$6,000 for the Law Library’s 2024-2025 fiscal year budget. *For possible action.*
  9. Discussion regarding future of Washoe County Bar Association’s annual donation to the Law Library. *For possible action.*
  10. 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. Michael Kattelman – attorney member applicant
    - b. Aurora Partridge – non-attorney member applicant
    - c. Jodi Bennett – non-attorney member applicant
  11. Board Comment – Limited to Announcements or Issues for Future Agendas
  12. Public Comments
  13. 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>.