

SKAGIT COUNTY LAW LIBRARY BOARD OF TRUSTEES

Thursday, October 12, 2023 at 8:30 AM

The Skagit County Law Library Board of Trustees held a Meeting on Thursday, August 10, 2023. The meeting was available both in person at the Library and remotely via Zoom. Present at the library were Judge Elizabeth Neidzwski, Board of Trustees Chair Melissa Simonsen, Jeri Chavez and Law Librarian Cindy Adams.

I. **Call to Order:** A quorum being established, the Chair called the meeting to order at 8:38 am. The Agenda was unanimously approved.

II. **Minutes:**

Minutes Approved: The minutes from the June 8, 2023 and August 10, 2023 Board Meetings, and the July 13, 2023 Special Proceeding Librarians Report were approved.

III. **Update from Law Librarian:**

- Budget Presentation to the County Commissioners was positive. There was feedback that they are encouraged by the range of services that are offered.
- Services: There has been an increase in Pro Se Probate cases and litigants seeking resources in the law library. There was discussion regarding creating a pro se probate packet to pre-print and sell to generate income. This packet can address cases in Skagit, Whatcom and Snohomish.
- Local Court Rules: Whatcom County Local court rules can be difficult to find on line but there is an increase in patrons who have cases proceeding in that jurisdiction. This would be valuable to add to the law library collection.
- Budget Use: There was a presentation on the budget used to date and that there was remaining unspent funds that could be used to alter the current office space configuration to make it more user friendly and allow the law librarian more flexibility to interact with patrons. The board was in support of authorizing the court administrator and law librarian to explore furniture options for better work flow as allowed within the budget. This was so moved.
- Friends of the Law Library: Discussion to create a non-profit arm that would support the costs that are not funded to allow for a better experience and access to resources for patrons. It was discussed that the by-laws for Cowlitz allow this and that the King County Law Library has also created a non-profit arm.

IV. **Old Business:**

V. **New Business:**

- Minutes: Melissa Simonsen agreed to take the minutes.

VI. **Adjournment:** The meeting adjourned at approximately 9:15