



Maryland State Law Library
Robert C. Murphy Courts of Appeal Building
361 Rowe Blvd
Annapolis, Maryland 21401
Reference: 410-260-1430
Fax: 410-260-1572
Email: lawlibrary@mdcourts.gov
Website: www.mdcourts.gov/lawlib

Hours of Operation

Monday, Wednesday, Friday 8:00 a.m. - 4:30 p.m.
Tuesday, Thursday 8:00 a.m. - 9:00 p.m.
Saturday 9:00 a.m. - 4:00 p.m.

Library Profile

The State Law Library, Maryland's oldest law library, supports the research activities of the Maryland State Judiciary. The Library offers its services and collections to other government entities, the legal community, and the public. In addition to a significant number of legal materials, the Library's collections include Maryland state agency publications, Maryland history, and federal government documents. Staffed by 19 full-time and part-time, professional and paraprofessional employees, the Library stands ready to serve users from all walks of life.

The Library's Mission

The Maryland State Law Library, a court-related agency of the Maryland Judiciary, serves the needs of Maryland's government and citizens by building and preserving collections of legal information resources, promoting access to these collections and creating educational opportunities that enhance the understanding of legal information.

Library Highlights

These Library Highlights provide updates on Maryland State Law Library collections, staffing, initiatives, and accomplishments throughout the year.

Comments from Library Patrons

- *This is exactly the information I needed to get started on this project. Also, the information was provided in a timely manner. Well done.*
- *Your staff has always been a huge help to us and our library system.*
- *That is exactly what I needed. I had no idea I would have a reply so quickly.*
- *Thank you so much for all of your help and hard work in providing this valuable information. You have certainly gone above and beyond my expectations and I sincerely appreciate it.*
- *You've been a great help!*
- *Thank you so much for this immediate, comprehensive answer to my question. What a wonderful service you provide. Your time and effort is very much appreciated.*
- *This is terrific information! I am very glad that this service is available and staffed by resourceful individuals (for sure at least one). Thank you so much for your excellent research! You do such excellent work and I very much appreciate your help!*
- *I really appreciate the leads and look forward to a hopeful resolution. Please keep up the great work. Thanks again.*
- *Thanks - you guys are great for finding this old case for me!*



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Maryland's First Legal Resource

- *Wow! Terrific response! I really appreciate it -- I'll get to work, and follow up with any questions. I am very grateful -- thank you.*
- *I have been looking for this source for weeks!! Thank you so much! ... I will definitely refer [my colleagues] to your services!*
- *Thank you for this amazingly fast response. Wow! Much appreciated.*
- *Thank you. This is exactly what I need and have been looking for.*

Library Staff

Steve Anderson, Director
Shirley Aronson, State Publications Librarian (part-time)
Scott Ashlin, Technical Services Assistant
Maureen Della Barba, Reference Assistant
James G. Durham, Deputy Director
Debra Haines, Library Aide (part-time)
Deborah Judy, Maryland Collections Librarian
Mary Jo Lazun, Head of Collection Management
Patricia Lucast, Library Intern
Sara Marks, Fiscal Services Coordinator
Catherine McGuire, Head of Reference and Outreach
Jessica Mundy, Cataloging/Reference Librarian
Dave Pantzer, People's Law Library Web Content Coordinator
Susan Ritter, Administrative Assistant
Elizabeth Simmons, Research Librarian (part-time)
Jessie Tam, Head of Technical Services
Cindy Terry, Systems/Federal Documents Assistant
Tanya Thomas, Research Librarian (part-time)
Ed Wisenbaler, Federal Documents Assistant (part-time)

Library Committee

Hon. Mary Ellen Barbera, Chief Judge, Court of Appeals
Hon. Clayton Greene, Jr., Court of Appeals
Hon. Peter B. Krauser, Chief Judge, Court of Special Appeals
Hon. Deborah Sweet Eyster, Court of Special Appeals
Pamela Harris, State Court Administrator
Bessie Decker, Clerk, Court of Appeals
Susan Zuhowski, Esq.
Steve Anderson, Director, State Law Library

People's Law Library Fellows

Samantha Jones
Lauren Rutkowski
Molisa Thomas



Building and Preserving Collections

Digital Collections and Preservation

The scanning of the Library's completed set of the Maryland State Bar Association Transactions was completed in FY2015. The MSBA Transactions became the fourth digital collection now available from the Library's Digital Collections page (www.lawlib.state.md.us/collections/digitalcollections.html). The Transactions are a helpful resource for legislative history prior to the start of legislation bill files in 1976.

The Library continues active participation in the Chesapeake Digital Preservation Group. A new collection was added this year. The Legal Information Archive (LIA) is a collaborative digital archive established by the Legal Information Preservation Alliance (LIPA). An online form provides a platform for members of LIPA to nominate digital documents for preservation.

Collection Maintenance

In order to make room for new volumes in the Maryland treatise, federal law, and regional reporters section of the Library, staff proposed, and the Library Committee agreed to, removing from the collection the bulk of the Library's older volumes of non-Maryland state reports. The Library will continue to have access to the material in those volumes through LLMC Digital, HeinOnline, and in print, through the regional reporters.

The decision was also made to deaccession many law reviews. Many titles are accessible through HeinOnline, Westlaw and Lexis. These databases cover considerably more than the Library's holdings. The Library has retained print subscriptions to journals in adjacent states, including Washington D.C., as well as to print journals relating to important judicial topics, such as legal ethics.

Special Collections

The Conservation Center for Art and Historic Artifacts (CCAHA) of Philadelphia has been entrusted with performing conservation work on a number of items from the Library's special collections. In particular, CCAHA is conserving and matting a collection of lithographs from McKenney and Hall's *The History of the Indian Tribes of North America* (1837). Other items being conserved include an oil painting of the C.S.S. Shenandoah; a collection of Confederate currency; historic maps of Maryland and the District of Columbia; and two other lithographs. When the items are returned from Philadelphia, they will be displayed within the Library.

Library staff also completed a full inventory of the Special Collections Room, which included significant updates to the Library's online catalog records. Now, the Library's online catalog presents a more accurate and detailed picture of the items protected within the Room.

Database Subscriptions and Access

The Library added several databases and online access materials to its collection. New resources include: the Oxford English Dictionary (OED) online edition; through ProQuest, a historical newspaper database, the Baltimore Afro-American, 1893-1988 and the Washington Post, 1877-1997; and through HeinOnline, the ABA Law Library Collection Periodicals and the State Reports: A Historical Archive collection.



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E-Books

The Library now has an iPad and a Kindle, both loaded with Maryland legal materials for in-Library borrowing. The Library adopted this relatively inexpensive approach on a trial basis.

Integrated Library System (ILS)

Near the start of the fiscal year, the Library began drafting a Request for Proposal (RFP) for updating the Library's ILS. The Library has been using Innovative's Millennium for over 15 years. After a thorough review process, the Library chose Innovative's Sierra product, and by the end of the Fiscal Year, began the move over to the new system.



Promoting Access

Reference Statistics

The Library's overall reference statistics dipped slightly from FY2014, though the multi-year trend is still upwards. Staff handled 9818 requests in FY2015, down from 10,567 in FY2014; but still up from prior fiscal years FY2013 (9440), FY2012 (9099), and FY2011 (8827). While the combined number was slightly down from FY2014, there were increases in several sectors:

- Public patron assistance rose to over 60% of overall Library service. This constitutes steady growth from FY2013 (49%) and FY2014 (57%).
- Correspondence with correctional facility residents has more than doubled since FY2008, when the Library received 34 letters, to 78 in FY2015.
- The number of inquiries requiring assistance with technology, including assistance structuring database searches, assembling, saving and communicating word processing documents, and accessing digital material, continued to rise. In FY2013, these types of inquiries constituted 7% of the whole (303); FY2014, 9.4% (552), and FY2015, 11.8% (573).
- E-mail and chat numbers also have continued rising, combined making up just over half of the Library's reference activity. E-mail went from 2639 requests (30%) in FY2011 to 4491 (46%) in FY2015; and chat from 102 (1%) in FY2011 to 452 (4.6%) in FY2015.

The Library's reference activity is analyzed in more depth in the *Reference Report, FY2015*, on the Library's website: www.lawlib.state.md.us/aboutus/annualreport/2015referencereport.pdf.

People's Law Library

Much of the activity of the People's Law Library falls into one of four categories: volunteer and partner development for content creation and editing; promotion of the site as an information resource; new technology development; and collaborative engagement with the community.

The page content on the People's Law Library (PLL) expanded significantly through new and existing partnerships and volunteer relationships. New page content included fifteen pages through relationships with the University of Maryland Carey School of Law, the University of Baltimore School of Law, and the Catholic University of America Columbus School of Law. An additional fifteen new pages were created through work with legal assistance groups including the Maryland Volunteer Lawyers Service, Maryland Legal Aid, Baltimore Neighborhoods, Inc., the Public Justice Center, Maryland Office of the Attorney General and the Administrative Office of the Courts' Department of Family Administration, in addition to volunteers from the private bar. Partnering with Towson University and a translation service resulted in 47 pages of translated material, including materials in Spanish, Chinese, French and Korean.

Through collaborations with the Pro Bono Resource Center, Miles and Stockbridge P.C. and the Maryland Office of the Attorney General, the PLL offered numerous educational presentations on the PLL, its content and pro bono opportunities, as well as plain language legal writing to help improve the content on the site.

FY2015 also included the hiring and training of the first three PLL Fellows. The Fellows Program involves annual cohorts of law students and recent graduates who have been trained in principles of clear communication, including writing for self-represented litigants. Fellows assist with the development of new content for the website and update topical articles with current law. Additional assistance was provided by PLL Intern Timothy Young.



Technology developments helped in the maintenance of the site. A new reporting tool was implemented to track substantively the updating of each legal article on the site. A "Quick Exit" button was developed and is now featured on pages with sensitive content, such as domestic violence, to allow a user to quickly switch to an alternate site if necessary. A prototype static version of the site was developed for use in prison libraries and other environments with no internet access.

Additional collaborative community engagement included numerous information sessions for Judiciary bodies, bar associations, law schools, pro bono organizations, public libraries, and professional conferences.

Maryland Public Law Libraries Directory

The long-standing directory of Maryland public law libraries available on the Library's website underwent a significant redesign. Launched in July 2014, the new design incorporates a single-page design, enabling a more universal search of available libraries. The home page of the directory remains the same, www.lawlib.state.md.us/researchtools/otherlibraries.html.

MDEC Training

In preparation for the MDEC launch in October 2014, Library public services staff received training in the system. Following the October launch, MDEC personnel visited the Library during a reference staff meeting to review and augment the introductory session, emphasizing the public access points on the Library's public computers.

Microfilm Scanner

The Library purchased a microfilm scanner to enable staff to digitize filmed materials in a fast and efficient manner. In particular, the scanner enables staff to provide digital copies of lengthy bill files, which often exceed 200 pages, with a turnaround time a fraction of previous times.

Creating Educational Opportunities

Library Tours

Library staff provided a number of tours of the facility and its services throughout the year. Tour groups included: Maryland State Archives and Office of the Attorney General summer interns; Judiciary Court Professional Certificates Program candidates; incoming appellate law clerks; Professionalism Day speakers; University of Maryland Law School students; Youth Leadership Conference members; Family Services staff; Northwestern High School students; and several Audubon enthusiasts, for whom the Library designed special one-hour sessions to “meet” the Audubon prints in the Library’s collection.

Library Presentations, Programs and Webinars

The Library and its staff continued to provide and participate in a diverse array of educational and training opportunities, including:

- *Legal Research for the Judiciary* (LRJ): Cases; Secondary Sources; Code & Rules (multiple sessions)
- *E-Research*, Judicial Institute (multiple sessions)
- *Coping Strategies for Library Service Providers*, American Association of Law Libraries, 107th Annual Meeting and Conference (July 2014).
- *Legal Resources and the People’s Law Library*, Miles & Stockbridge (July 24, 2014).
- *The People’s Law Library and the State Law Library: Information Session*, Maryland Register of Wills Association Conference (September 24, 2014).
- *Effective Legal Writing*, Legal Aid Bureau Advocacy Institute (September 29, 2014).
- *Law at the Front Desk* (webinar), Harford County Public Library (October 7 & 9, 2014).
- *Clearly Explained: A Team Approach to Developing Legal Information to Educate and Empower the Whole Community*, National Legal Aid and Defenders Association (NLADA) Annual Conference (November 2014).
- *Beyond WestlawNext: Online Tools for Legislative History*, Maryland State Law Library (November 14, 2014).
- *Legal Reference: A Beginner’s Guide for Public Library Systems*, Baltimore County Public Library (November 18 & 20, 2014).
- *Lib2Gov.org: Connecting Patrons with Legal Information* (webinar), Information Policy and Access Center (iPAC), University of Maryland (November 23, 2014).
- *People’s Law Library Write-In*, Maryland Office of the Attorney General (December 12, 2014).
- *Legal Research*, Maryland Judiciary Court Supervisor/Manager Certificate Program (January 28 & 29, 2015).
- *The Information We Provide*, Pro Bono Coordinating Council (February 18, 2015).
- *Access to Justice: Who’s Your Partner and Where Are You Going?* (joint webinar), Self Represented Litigation Network and State, Court and County Law Libraries Special Interest Section, American Association of Law Libraries (February 18, 2015).
- *Legal Research and the Law Library*, Maryland Orphans Court (February 26, 2015).
- *Access to Justice at Your Local Public Library*, Howard County Public Library and the MSBA Section on the Delivery of Legal Services (March 10, 2015).
- *Mental Health Issues in Law Libraries: Resources for Mental Health Law Assistance* (moderated online discussion), Legal Information Services to the Public Special Interest Section (SIS), State, Court and County Law Libraries SIS, Social Responsibility SIS and Research Instruction and Patron Services SIS, American Association of Law Libraries (March 11, 2015).



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- *Best Practices for Court, County, and Government Law Libraries* (webinar), Self Represented Litigation Network and State, Court and County Law Libraries Special Interest Section, American Association of Law Libraries (March 24, 2015).
- *Access to Justice through Access to Legal Information*, Maryland Partners for Justice Conference (March 27, 2015).
- *Imperfect Connections and Silver Linings: Rethinking Relationship, Success, and Failure in Meaningful Service Learning*, Service-Learning and Civic Engagement Conference (March 28, 2015).
- *Learning from Each Other: How the People's Law Library and the JustAdvice® Clinic Coordinate Their Distinct Missions to Advance Justice in Maryland* (webinar), Self-Represented Litigation Network (April 21, 2015).
- *Security Issues in Law Libraries* (webinar), American Association of Law Libraries (April 23, 2015).
- *Drupal People: Application & Tips*, Computers in Libraries Conference (April 27, 2015).
- *Pro Bono Training: Legal Writing in Plain English*, co-sponsored by the Maryland State Law Library, the Pro Bono Resource Center of Maryland, and Miles & Stockbridge, P.C. (April 30, 2015).
- *Law at the Desk: Where to Start*, Maryland Library Association/Delaware Library Association Joint Annual Conference (May 8, 2015).

Staff also exhibited the Library's services at several conferences and fairs, including the Maryland Judiciary's Professionalism Courses for New Admittees; and the Public Service Career Fair, University of Maryland Law School.

Staff professional participation has included membership in and/or attendance at meetings and conferences of the following organizations:

- Law Library Association of Maryland (LLAM)
- American Association of Law Libraries (AALL)
- Maryland Library Association (MLA)
- Asian American Law Librarians Caucus
- Potomac Technical Processing Librarians (PTPL)
- Federal Depository Librarians Conference
- Maryland State Publications Depository & Distribution Program (SPDDP)
- Digital Preservation Best Practices Exchange Conference
- Computers in Libraries Conference
- Maryland Interlibrary Loan Conference (MAILL)
- National Legal Aid & Defender Association (NLADA)
- ContentDM Users Group

Staff leadership positions included:

- Steve Anderson, Past-President of the American Association of Law Libraries (AALL)
- James Durham, President-Elect of the Law Library Association of Maryland (LLAM); Board member for the State, Court & County Law Libraries Special Interest Section (SCCLL-SIS) of AALL; committee member, SCCLL-SIS committee on new national standards for county law libraries.
- Catherine McGuire, Vice-Chair of the Conference of Maryland Court Law Library Directors; Co-Chair of the Education Committee, Legal Information Services to the Public Special Interest Section (LISP-SIS) of AALL; committee member, Education Committee, SCCLL-SIS.



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- Mary Jo Lazun, Maryland Library Association (MLA) Legislative Council member.
 - Dave Pantzer, Vice-Chair, Maryland State Bar Association Section on Delivery of Legal Services; Chair, Pro Bono Coordinating Council; Board Member, Pro Bono Resource Center of Maryland;
-