

**Minutes of the Meeting of the Conference of Maryland Court Law Library Directors**  
**Maryland State Law Library**  
**Annapolis, Maryland**  
**September 11, 2017**

*Approved December 12, 2017*

FINAL

Kate Martin, Chair, welcomed everyone. Attendees included: Kate Martin, Catherine McGuire, Steve Anderson, James Durham, Sandy Brewer, Joanie Bellistri, Stephanie Levasseur and Lonnie Summers.

Minutes from the CMCLLD's April 28, 2017 meeting were approved.

Catherine McGuire led the discussion on working with the MSLL, and stated that county law librarians can no longer look up Westlaw passwords. Mary Jo had suggested that librarian administrators could delete Westlaw users as they leave employment or send an email to the MSLL.

Kate confirmed that there is no ILL charge for county law libraries. Steve said that e-books are being used.

Joanie led the discussion on library monthly statistics, and stated that our statistics will be consolidated with self-help center statistics in the Access to Justice Department report on services to the self-represented litigant.

Guest attendee: Ksenia Boisova, Court Interpreter Program Administrator, AOC provided handouts and a talk about the interpreting services that are available.

Joanie presented a report on the activities of the SRL subcommittee and the Maryland A2J Commission.

Catherine provided a report on the activities of the work group on the Training Program for Public Librarians. The work group is currently led by Reena Shah, Executive Director of the Maryland Access to Justice Commission, Joan Bellistri, and Catherine. The work group will be meeting in October with public library directors from several Maryland counties, as well as with Irene Padilla, the Maryland State Librarian. The goal of the Program is to establish a statewide standard curriculum for training of public library reference staff on legal reference and referrals. The plan is to make Continuing Education Unit credits (CEUs) attainable through participation in a face-to-face training. Steve asked if webinar training would also provide CEUs. Catherine responded that a webinar program would need to be developed that could confirm attendance, through online quizzes or other interactive exercises. Catherine added that she is looking at a program in Louisiana that looks similar to Maryland's plan, with a combination of law libraries, public libraries, and legal services organizations.

The Conference reviewed a list of possible action items to determine what should be the Conference's priorities for 2018. The following action items were discussed:

- Represent CMCLLD at the Court Administrator quarterly meeting;
- Investigate the possibility of a state-wide catalog;
- Develop a consistent marketing/branding plan;
- Collaborate/partner with other like-minded groups;
- Work with Reena Shah and serve on other judicial subcommittees;

- Develop a model program for correctional facilities;
- Work with public librarians and community colleges;
- Reach out to legal aid, pro bono and other A2J legal services to provide training programs;
- Meet with solo practitioners and young lawyers to create training programs on cost effective legal research;
- Develop and provide training for Clerk of the Court offices.

Kate stated that the next LLAM event will be a tour of the FDA Library on September 14, 2017. The spring 2018 program will be a topic of interest for public librarians. A suggested possible topic was immigration law.

Updates: Kate said that Montgomery County Law Library sent boxes of books to the Montgomery County Correctional Facility to update the collection.

Sandy said that the Circuit Court for Howard County is beginning to get ready for MDEC in April 2018.

Next meeting will take place at the JCECC in Annapolis on December 12, 2017.