



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 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 20 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.

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
Sara Marks, Fiscal Services Coordinator
Catherine McGuire, Head of Reference and Outreach
Jessica Mundy, Head of Collection Management
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, Collection Management Specialist
Tanya Thomas, Research Librarian (part-time)
Ed Wisenbaler, Federal Documents Assistant (part-time)
Vacant, Discovery Services Librarian

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

Christopher Sweeney
Matthew Stockwell

Library Volunteers

T. Cameron Caswell
Patricia Lesley
J. Jeffrey Ross

Building and Preserving Collections

Digital Collections and Preservation

The Judiciary Administrative Orders were digitized in PDF-A format and uploaded to their own collection, available on the Library website through Digital Collections. The orders are searchable by keyword and can be browsed by subject. This is an active collection; new orders are added as they are promulgated and the status of old orders updated to current, modified, superseded or expired.

The Library purchased a film scanner and conducted related staff training. The scanner enables the scanning to digital file of a microfilmed file in a fraction of the time printing from a microform printer would take. Library staff are able to use the scanner to digitize lengthy legislative bill files, greatly improving access to legislative history materials. A manual was created to assist users.

Legislative Council Reports and Judiciary Annual Reports have been identified as the next scanning project. A vendor was selected, with the project to begin in FY2017. Documents will continue to be uploaded in searchable PDF-A format and available through the Library's online catalog.

Collection Maintenance

A large-scale collection management project continued with the withdrawal of non-Maryland print state reporters and law reviews. The Library's map collection was reviewed, resulting in more than 300 older maps donated to the Maryland State Archives, Enoch Pratt Free Library and Maryland Historical Society. Valuable and historic maps were retained, and will be part of a conservation project in FY2017, preparing the items for display in the Library or storage in the Special Collections Room.

Special Collections

Preservation work on the Library's unique material continued with the cleaning and conservation of McKenney and Hall's *History of the Indian Tribes of North America* (E.C. Biddle, 1837). The lithographs, based on original portrait paintings by Charles Bird King, record the appearance of tribal leaders as they came to Washington D.C. to sign peace treaties. Most of King's original paintings were subsequently destroyed in a fire at the Smithsonian. McKenney & Hall's work therefore serves as the remaining record of many prominent leaders of the 19th century. The Library's collection includes lithographs from two of the three volumes of this work.

Database Subscriptions and Access

The Library negotiated a one-year trial subscription to several law-related topical databases from EBSCO:

- Criminal Justice Abstracts with Full Text, covering criminology, criminal justice, criminal law and procedure, corrections and prisons, police and policing, criminal investigation, forensic sciences, history of crime, substance abuse and addiction, and probation and parole;
- Psychology and Behavioral Sciences Collection, covering topics in emotional and behavioral characteristics, psychiatry and psychology, mental processes, and anthropology;
- SocINDEX with Full Text, including information abstracts on criminology, criminal justice, demography, ethnic and racial studies, rural and urban sociology, social psychology, social work, substance abuse, and more.



Maryland State Law Library Highlights, FY2016

Maryland's First Legal Resource

The *Washington Post* was added to the Library's list of online newspaper access through Proquest.

Access to the LegalTrac database was discontinued, as evaluation determined that comparable materials through Index to Legal Periodicals and other online services provided adequate coverage.

E-Books

Library-owned iPad Mini and Kindle devices now make multiple e-books available for patron usage. Lists of titles available on these devices are posted on the Library's web page, www.lawlib.state.md.us/collections/digitalcollections.html, and include, depending on the device, titles from Lexis, Law Journal Press, Nolo, and the National Consumer Law Center.

Integrated Library System (ILS)

To meet evolving system needs, the Library transferred its integrated library system from Innovative Interfaces' Millennium to Sierra Services Platform.



Promoting Access

Reference Statistics

The Library's reference statistics increased by 2% from FY2015, with a final tally of 10,051 interactions recorded. This continues the overall increase in reference work, with a 14% rise since FY2011. Highlights of reference work include:

- The number of interactions with identified public patrons continues to constitute over 60% of the Library's activity. The category "public" excludes judiciary, bar, government, libraries, and students.
- The number of email questions continues to rise as a percentage against the whole, nearing almost 50% of the total number of interactions. The Library receives email reference requests from three streams: directly to the Library's email (lawlibrary@mdcourts.gov); through the People's Law Library website; and through the Maryland AskUsNow 24/7 chat service.

People's Law Library

June 2016, at the end of the fiscal year, was PLL's biggest month yet, with nearly 29% more pageviews (214,928) than in June 2015.

The fiscal year saw the completed purchase of Lingotek Translation Memory System, which will facilitate the further translation of PLL pages into non-English languages. Translation follows one of two paths: contract and volunteer. Volunteer work is done by translation students, graduates and faculty at Towson University and the University of Maryland at College Park, as well as volunteers from the court and legal community.

The PLL Fellows program continued with the second Fellows class. Matthew Stockwell and Christopher Sweeney, both from the University of Baltimore School of Law, joined the PLL team during the year. Additionally, PLL hosted University of Maryland School of Law, Maryland Public Interest Law Project Summer Fellow, Yelitza Conover.

Content development included 19 new pages in English, as well as five newly-translated Spanish pages. New information included pages on:

- Medicaid in Maryland, and additional information for people with disabilities
- Replevin and detinue actions in Maryland courts
- Como manejar el robo de identidad
- Certificate of service
- Matrimonios de hecho o ley comun
- Overview of Maryland law about rental housing
- Three articles on student loans, types of loans, repayment, default, collection, and garnishment
- Four articles on juvenile record expungement
- The right to a lawyer in civil court cases in Maryland
- Maryland language access law: your right to interpretation and translation

"Public Legal Information as Common Ground for the Justice Community", by David Pantzer, Web Content Coordinator of the People's Law Library, was featured in *2016 Trends in State Courts*, an annual publication of the National Center for State Courts. The article is available at www.ncsc.org/~media/Microsites/Files/Trends%202016/Public-Legal-Info-Trends-2016.ashx



Patron Conduct Policy

After a review of reference desk interactions, and in keeping with recommended practices of public law libraries across the country, the Library developed a Patron Rules of Conduct policy. The Rules of Conduct were adopted by the Library Committee on June 7, 2016. The full text is posted on the Library's website, www.lawlib.state.md.us/aboutus/policies.html, and is available in print at the Library.

Creating Educational Opportunities

Library staff continued to provide and participate in a diverse array of educational and training opportunities.

Library Presentations, Programs and Webinars

- *Legal Research*, Judicial College of Maryland (several sessions throughout the year)
- *Clear Writing and Expression*, American Association of Law Libraries, 108th Annual Meeting and Conference (July 2015)
- *About the Law Library*, Baltimore County District Court (August 2015)
- *Perma.cc Training*, Maryland Court of Appeals (September 2015)
- *Legal Reference for the Public Library*, Washington County Free Library (September 2015)
- *People's Law Library Information Session*, Allegany County Circuit Court (October 2015)
- *Maryland Legislative Research*, guest lecture, University of Baltimore Law School (February 2016)
- *Reference and Information Services: Legal Reference*, guest lecture, University of Maryland iSchool (March 2016)
- *Service Limits to Patrons* (moderated online discussion), Legal Information Services to the Public Special Interest Section (LISP-SIS), Government Law Library SIS, Social Responsibility SIS and Research Instruction and Patron Services SIS, American Association of Law Libraries (April 2016)

People's Law Library Presentations and Programs

- Legal Services Day, University of Baltimore School of Law (July 2015, June 2016)
- Maryland Writer's Association Meeting Presentation (July 2015)
- Legal Writing in Plain English (September 2015, February 2016, and June 2016)
- *The People's Law Library*, Washington County Free Library (September 2015)
- Corporate Attorney Presentation – Sodexo Meeting Presentation (September 2015)
- Diversity and Inclusion Conference Presentation (October 2015)
- Enoch Pratt Managers Training (October 2015)
- MSBA Conference of Bar Presidents Presentation (October 2015)
- Office of the Attorney General Pro Bono Fair (November 2015)
- AOC Family Technology and Social Media Panel (December 2015)
- DC ATJ Event, Meeting Presentation (January 2016)
- Charles County Public Library, Nonprofits Session (January 2016)
- Towson University Class Presentation (February 2016)
- University of Baltimore Law School Public Service Career Fair (February 2016)
- Office of the Attorney General, Plain Writing Training (February 2016)
- *Family Law for the People: Train the Trainer*, University of Baltimore School of Law (March 2016)
- *Legal Resources Training for Public Librarians*, MLA & DLA Joint Library Conference, (May 2016)
- *Analyze This! A Deeper Understanding of Diversity and Data Can Improve User Outcomes*, Equal Justice Conference (May 2016)
- *Plain English Legal Writing: Improve Your Writing in 90 Minutes (+ Pro Bono)*, hosted by the University of Baltimore School of Law (June 2016)



Staff also exhibited the Library's services at several conferences and fairs, including the Maryland Judiciary's Professionalism Courses for New Admittees; and provided multiple orientation sessions on the Library's digital collections to District, Circuit and appellate court law clerks.

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 (FDLC)
- 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, Vice Chair of the American Association of Law Libraries (AALL) Nominations Committee
- James Durham, President of the Law Library Association of Maryland (LLAM); Secretary-Treasurer of the Government Law Libraries Special Interest Section (GLL-SIS) of AALL.
- Catherine McGuire, Chair of the Education Committee, Legal Information Services to the Public Special Interest Section (LISP-SIS) of AALL.
- Jessica Mundy, member, Professional Development Panel, Maryland Library Association (MLA); member, Steering Committee of the Technical Services Division, Maryland Library Association (MLA).
- Dave Pantzer, Board member, Pro Bono Resource Center of Maryland (PBRC); Chair, Pro Bono Coordinating Council (PBCC); Vice-Chair, Section of Delivery of Legal Services, Maryland State Bar Association (MSBA).

Comments from Library Patrons

- *I just wanted to say thank you again. Each number you provided was answered by a person and she/he helped very much. You are a great resource!*
- *This information was extremely helpful! Thank you very much for taking the time out to help me.*
- *I really appreciate the great customer service and quick turnaround.*
- *I can't thank you enough for this information.*
- *Thank you for the fantastic news to the end of the workweek. I appreciate your quick attention to this.*

- *Once again, your organization has come to my rescue. Needless to say, my judge is happy!*
- *Thank you...Thank you...Thank you. You are amazing. I greatly appreciate it.*
- *Thank you so much! This information is incredibly helpful, and I really appreciate both it and the promptness with which you sent it.*
- *This is just an unbelievably comprehensive and helpful response. I am so thankful for the time and effort of everyone involved in pulling this information together and I hope you will share my appreciation with your peers.*
- *Excellent and thorough response. Thank you!*
- *It's wonderful that I can depend on state law libraries to help me. I've contacted your colleagues in other states, and the response has been equally generous.*
- *Thank you for providing this service. It would have been impossible for me to find the answers. I sincerely appreciate and am grateful for this service. Please continue to provide the most valuable service.*
- *This was awesome! Thank you so much. You have answered a question and solved a debate.*
- *Y'all are the best in the biz. Thanks!*
- *This is exactly what I needed. Thanks so much!*
- *I am so thankful for your kindness and the patient, empathetic, helpful spirit...you graciously exhibit to everyone.*
- *This is perfect, thank you very much!*
- *Thank you for the guidance. This was very helpful indeed.*
- *I am astonished by the efficiency of your replay, including with the goods!*
- *Thanks so much for your help. This is exactly what the judge wanted.*
- *Thank you so very much! I so appreciate your assistance and am very grateful for the work that you do.*