

# **Board of Trustees, Chelan County Law Library**

## **Meeting Minutes**

**December 12, 2022**

### **Opening**

This special meeting of the Chelan County Law Library Board of Trustees was called to order at 12:08 p.m. on December 12, 2022, Courtroom No. 2 of the Chelan County Superior Court, by Robert Sealby, President.

### **Present**

#### **Members of the Board:**

Robert Sealby, President  
Travis C. Brandt, Chelan County Superior Court Judge  
Lorna Randall (Appearing by Zoom)

Also present was Stewart R. Smith, Librarian / Secretary of the Board

### **Welcome, Introductions, and Call to Order**

### **Open Issues**

#### **1. Review and Approval of Minutes for the July 25, 2022, Meeting**

A motion was made and seconded to adopt the minutes as written. The motion passed unanimously.

#### **2. Renewal of Thomson Reuters “West Complete Library” subscription.**

Mr. Smith provided the background for the budget process with the County Commissioners. The Superior Court has agreed to reduce its fee charged to the Law Library to \$25,000 per year. Unfortunately, the Commissioners were unable to raise the amount of Property Tax transferred yearly into the Law Library Fund and it remains at \$30,000.

Thomson Reuters has provided a quote for the renewal of the contract for receipt of West Complete Library Subscription. The monthly charge for the subscription will rise to \$1,797.57 per month or \$21,570.84 annually. In response to Mr. Smith's inquiry to Thomson Reuters regarding options for the Law Library for reducing the number of publications received, Jim Orlando, Client Relationship Representative provided two proposals:

1. Cancel Washington Digest and Session Laws and keep Revised Code of Washington Annotated (RCWA):
  - a. 3 year starting price of \$1,326.09/month with 6% increases occurring after year 1 and year 2;
  - b. 5 year starting price of \$1,301.67/month with 4% increases occurring after year 1, year 2, year 3, & year 4.
2. Cancel Washington Digest, Session Laws, and RCWA:
  - a. 3 year starting price of \$1,078.20/month with 6% increases occurring after year 1 & year 2;
  - b. 5 year starting price of \$1,048.25/month with 4% increases occurring after year 1, year 2, year 3, & year 4.

Mr. Smith explained that the Law Library Fund will continue to decrease despite the agreement with Superior Court. He estimates the reduction for the fund will be about \$7,000 for 2023 if other costs were to remain the same. This is partly due to the Central Services Charge which is over twice of what it was in 2019. Mr. Smith estimates that the Law Library Fund will experience about a \$3,000 reduction at the end of 2023 with proposal No. 1 by Thomson Reuters. Mr. Smith estimates the Law Library Fund may not experience a reduction in 2023 if Proposal 2 is taken.

In response to an inquiry by Mr. Sealby, Mr. Smith informed the Board that Lexis Advance has annotations for the RCWs. Therefore, the loss of West's RCWA is softened. With Proposal No. 2, all the Library would receive from Thomson-Reuters' / West is Washington Practice. The general consensus of the Board is that receipt of only Washington Practice is not worth the proposed cost.

A motion was made to not renew the contract with Thomson Reuters. The motion was seconded. The motion passed unanimously.

### **3. Revised Code from the Code Reviser**

Mr. Smith brought to the attention of the Board that the Office of the Code Reviser for Washington continues to provide a set of paperback volumes as the Official Revised Code of Washington. Mr. Smith informed the Board that, for the 2022 Code,

the cost was \$210.00 with a \$20.00 shipping charge. It is Mr. Smith's opinion that the Revised Code from the Code Reviser will be useful to Library patrons who are uncomfortable in using the computer to utilize Lexis Advance. Mr. Smith would like authority to purchase the 2023 version of the Official Code.

A motion was made to grant Mr. Smith authority to purchase the Official 2023 Revised Code of Washington from the Office of the Code Reviser. The motion was seconded and it passed unanimously.

#### **4. Central Service charge by County**

The Central Service charge against the Law Library Fund has risen dramatically over the past years. Danielle Marchant has provided a Legal Memorandum drafted by Kyle F. Hoffman, an associate at Ms. Marchant's law firm. Washington statute requires that the County "provide a room suitable for the law library, with adequate heat, light, and janitor service." RCW 27.24.066. The Board is of the consensus that, based on the statutory language, that the County must provide the room without charge to the Law Library.

Mr. Smith will request that Ms. Marchant provide the Legal Memorandum to the Board of Chelan County Commissioners. The Board of Law Library Trustees will await the response from the Commissioners before taking any action.

#### **Adjournment**

Meeting was adjourned at 12:27 p.m. by Mr. Sealby. The next anticipated meeting for the Board will be the regular annual meeting on the Fourth (4<sup>th</sup>) Monday of July, 2023, pursuant to the Bylaws.

Minutes respectfully submitted by Stewart R. Smith, Librarian and Secretary of Board, December 13, 2022.