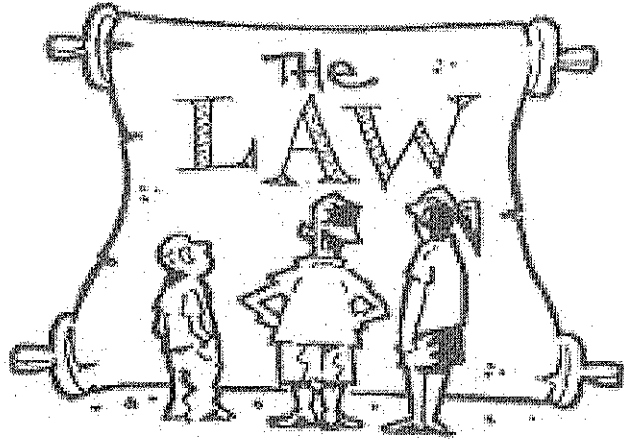


# OLMSTED COUNTY LAW LIBRARY

## ANNUAL REPORT

2012



### **Law Library Board of Trustees:**

Jerome Perry, Esq. (Chair)  
Darren Burchill, Esq.  
Hon. Joseph Chase  
Janet Krueger, Esq.  
Hon. Kevin Lund  
Christopher Nelson, Esq.  
Commissioner Judy Ohly

## **Olmsted County Law Library Mission Statement:**

To support a great community by providing efficient, cost-effective access for all library stakeholders – the judiciary, the local bar, local government, self-represented litigants, all residents of Olmsted County, and members of the general public - to dynamic, world-class legal information resources and technology.

### **Vision & Goals:**

To Achieve Excellence through:

- 1) Facilitating meaningful access to the courts for all self-represented litigants;
- 2) Providing free access to current legal information resources and technology for all library stakeholders; and
- 3) Creating a proactively responsive environment in support of personal or professional legal education and endeavor.

## 2012 was a big year for the Law Library.

New programs that started in 2011 - our partnership with Legal Assistance of Olmsted County to provide legal information clinics, and our outreach service to Olmsted County pre-trial detainees - took hold and grew nicely, showing that there were indeed stakeholder groups that needed to be served. In addition, a new program was added beginning in May 2012, a monthly free Continuing Legal Education class for local judges, law clerks and attorneys.

Efforts were also made to reach out to other populations, with the Law Librarian guest-lecturing in several classes for the Minnesota School of Business paralegal and criminal justice programs, and manning a table for 6 hours in September to spread the "Law Library" word to seniors through the annual Generations Expo at the Rochester Civil Center.

Members of the 2012 **Law Library Board of Trustees (Jerry Perry, Darren Burchill, Judge Joseph Chase, Judge Kevin Lund, Janet Krueger and Judy Ohly)** deserve special recognition for freely giving extra time to many special projects that were completed over the past year, including a review and updating of the Law Library Board's Bylaws, and approval of new "Mission" and "Vision and Goals" Statements, as well as several other operating policies and procedures.

And, at the last meeting of the Board in December 2012, the Board approved several new projects and goals for 2013, guaranteeing that the Law Library will continue to move forward in the new year. But that is for the 2013 Annual Report. For now, please enjoy the 2012 Annual Report.

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## 2012 Timeline of Events and Services

January	February	March	April	May	June
<b>12</b> Family Law Clinic	<b>14</b> Post-Bulletin article	<b>6</b> Family Law Clinic	<b>3</b> Family Law Clinic	<b>3</b> Employment & Small Claims Clinic	<b>14</b> Family Law Clinic
<b>23</b> Expungement Clinic	<b>9</b> Family Law Clinic	<b>13</b> Law Librarian presentation to paralegals	<b>5</b> Family Law Clinic	<b>4</b> Family Law Clinic	<b>18</b> CLE
<b>30</b> LLBT Annual Meeting	<b>15</b> Family Law Clinic	<b>15</b> LLBT Meeting	<b>17</b> Family Law Clinic	<b>11</b> Family Law Clinic	<b>19</b> Family Clinic
	<b>23</b> Family Law Clinic	<b>15</b> Family Law Clinic	<b>19</b> Family Law Clinic	<b>17</b> Family Law Clinic	<b>21</b> Family Law Clinic
		<b>16</b> Family Law Clinic	<b>27</b> Family Law Clinic	<b>21</b> 1 <sup>st</sup> Law Library CLE	<b>21</b> LLBT Meeting
		<b>23</b> Family Law Clinic		<b>23</b> Family Law Clinic	
		<b>29</b> Family Law Clinic		<b>25</b> Family Law Clinic	
		<b>30</b> Expungement Clinic		<b>29</b> Family Law Clinic	

July	August	September	October	November	December
<b>12</b> Family Law Clinic	<b>3</b> Expungement Clinic	<b>17</b> CLE on Legal Research by Law Librarian	<b>5</b> Family Law Clinic	<b>1</b> Expungement Clinic	<b>3</b> Law Librarian presentation for MSB American Legal Systems class
<b>19</b> Family Law Clinic	<b>9</b> MSB Legal Research class tours law library	<b>18</b> Law Librarian teaches legal research class at MSB	<b>15</b> CLE	<b>6</b> Financial Clinic	<b>4</b> Family Law Clinic
<b>23</b> CLE	<b>14</b> Family Law Clinic	<b>20</b> Family Law Clinic	<b>18</b> Family Law Clinic	<b>16</b> Family Law Clinic	<b>6</b> LLBT Meeting
<b>26</b> Family Law Clinic	<b>16</b> Family Law Clinic	<b>20</b> LLBT Meeting	<b>31</b> Family Law Clinic	<b>19</b> CLE	<b>10</b> Law Librarian presentation for MSC Ethics class
	<b>20</b> CLE	<b>21</b> Expungement Clinic		<b>20</b> Family Law Clinic	<b>17</b> CLE on <i>Marbury v.</i> <i>Madison</i> by Law Librarian
		<b>21</b> Family Law Clinic			
	<b>30</b> Law Library Annual Inventory Filed with County	<b>27</b> Law Library table at Generations Expo, Civic Center (10 am to 4 pm)		<b>29</b> Family Law Clinic	<b>19</b> Family Law Clinic
		<b>28</b> Family Law Clinic		<b>30</b> Family Law Clinic	<b>20</b> Family Law Clinic

## Law Library Partnership with Legal Assistance of Olmsted County (LAOC)

In September of 2011, the Law Library entered into an agreement with Legal Assistance of Olmsted County (LAOC) to provide free legal clinics to self-representing litigants who either lived in Olmsted County, or who had their cases filed and being heard in Olmsted County. Family Law Clinics were considered to be the highest priority, but other clinic topics were also to be included. The program went into effect at the beginning of October 2011.

This is a listing of the attorney volunteers who made this program a success in 2012  
(Family clinics unless otherwise noted):

Bruce Cameron (1)

Masood Dehnavifar (1)

Arens Dilaveri (2)

Steve Dittrich (4)

Mary Dunlap (3)

Brian Ellsworth (1 - Financial)

Debra Groehler (6)

Melanie Leth (2)

Jim McGeeney (4 -Expungement)

Anthony Moosbrugger (1)

Andrea Niesen (1 - Small Claims & Emplmt)

Marjorie Rapp (1)

Opal Richards (1)

Steve Rolsch (1)

Jessica Schimelpfenig (6)

Lisa Swenson (2)

Deja Weber (8)

Richard T. Wright (1)

## 2012 Continuing Legal Education programs provided

May 21, 2012 - Mark Breneman, Esq., "An Elder Law Attorney Guide to Long Term Care Insurance." Approved for 1.0 Standard CLE credit; Event Code 167814.

June 18, 2012. Shawn M. Betts, Esq., "Ethics in Support of Criminal Defense Panels." Approved for 1.0 Ethics CLE credit; Event Code 167859.

July 23, 2012. Bruce Cameron, Esq., "Gizmos, Gadgets & Gear, Oh My! Cool and Useful Technology for the Solo/Small Firm." Approved for 1.0 Law Office Management CLE credit; Event Code 170392.

August 20, 2012. Representative Tina Liebling, "What the Supreme Court's opinion on the Affordable Care Act means for Minnesota." Approved for 1.0 Standard CLE credit; Event Code 171509.

September 17, 2012. Judith A. Flader, Esq., "Controlling Your Legal Research: Balancing Cost, Efficiency and Effectiveness." Approved for 1.0 Standard CLE credit; Event Code 172116.

October 15, 2012. Beverly Luther, co-chair, Minnesota Lavender Bar Association, "The Minnesota Marriage Amendment: History, Process and Effect." Approved for 1.0 Elimination of Bias CLE credit; Event Code 172972.

November 19, 2012. Phil Duran, Legal Director, OutFront Minnesota, "Minnesota Courts and the LGBT Community: A Work in Progress." Approved for 1 Elimination of Bias CLE credit; Event Code 174311.

December 17, 2012. Judith Flader, Olmsted County Law Librarian, "*Marbury v. Madison*: The Historic Beginning of Judicial Review in the United States." Approved for 1.0 Standard CLE credits; Event Code 174669.

OLMSTED COUNTY LAW LIBRARY  
SUMMARY OF PEOPLE ASSISTED - 2012

	Jan.	Feb.	Mar.	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	CASE TYPE TOTALS
Divorce/Annulment	21	30	36	33	45	44	33	53	27	54	28	24	428
Child Custody/Visitation	11	20	38	27	24	38	24	34	10	29	18	19	292
Child Support	4	8	4	11	7	9	19	10	12	5	13	8	110
Paternity/Adoption	2	1		4	2	1	3	2	1	2			18
Legal Research	5	4	8	7	4	2	1	4	2	3	3		43
Criminal Expungement	6	16.5	9	13	10	15	11	8	10	10	11	3	122.5
Car Title Issues			2	3	1	1	1	2	2	3	1	1	17
IFPs		1	1		1	3	1	4	1	2	2	2	18
Name Changes	6	9	7	11	13	7	10	8	7	9	7	5	99
Conciliation Court	9	13	8	8	11	15	12	6	3	8	11	7	111
General Civil	7	8	8	8	17	11	12	16	10	13	13	15	138
Gen'l Criminal & DUI	3	11.5	6	7	9	14	7	10	3	10	12	10	102.5
Judgment/Garnishment	1	4	9	4	7	6	5	7	8	6	2	3	62
Harassment	3	13.5	11	3	7	9	8.5	6	2	5	2	5	75
Order for Protection	5	4.5	2	3	6	6	4.5	1	4	7	5	8	56
Landlord	7	5	3	2	3	9	9	3	4	4	2	4	55
Tenant	2	4	11	7	4	2	8	4		5	2	3	52
Eviction Expungement			2				1	1	2				6
Guardianship	2	1	3	2	2	4	1	2	3	3	1	3	27
Wills/Probate	2	4	3	3	2	1	1	2	3	8		1	30
Appeals	1.5	1	1				3	3	2		1		12.5
Debtor/Creditor	1	4	1	1	2	3	4	8	2	2	1		29
Contempt	3	3	4	1		4	3	4	2	2	5	2	33
Car Forfeiture	3.5	3	3	5	1	4		1	3	3	3		29.5
Drivers License			1		1		1		2	2	1		8
Subpoenas			1	2				1	1			1	6
Ex Parte							1						1
Serving Documents	4	6	1	8	3	7	10	12	4	6	1		62
Bankruptcy/Foreclosure		1			1		1		2				5
Misc.	12	17	13	16	14	14	21	13	8	9	8	10	155
Total Walk-In Contacts	121	193	196	189	197	229	216	225	140	210	153	134	2203
Total Attorney Contacts	41	39	48	32	51	44	42	35	21	31	22	20	426
Total Clinic Contacts	10	13	23	16	23	10	14	14	14	4	19	7	167
ADC & Outreach	39	9	37	4	6	24	22	53	162	36	29	47	468
Total E-mail Contacts	9	14	13	20	11	8	11	13	5	6	9	6	125
Total Phone Contacts	84	98	106	108	91	116	128	175	79	97	78	81	1241
TOTAL CONTACTS	304	366	423	369	379	431	433	515	421	384	310	295	4630



OLMSTED COUNTY LAW LIBRARY  
SUMMARY OF PEOPLE ASSISTED - 2011

	Jan.	Feb.	Mar.	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	CASE TYPE TOTALS
Divorce/Annulment	25	29	23	22	32	27	11	41	22	20	25	21	298
Child Custody/Visitation	30	29	22	27	22	17	31	29.5	16	16	13	20	272.5
Child Support	5	9	10	8	13	12	2	4	5	5	2	1	76
Paternity/Adoption	1	4	1	1	2	1	4	2		3	1		20
Legal Research	3	1	10	14		2	1	3	1	4	3	6	48
Criminal Expungement	10	5	10	14	15	9	6	15	10	10	16	5	125
Car Title Issues	7	1			2	1		4	1	2	3	1	22
IFPs	7	4	3	6	5	2	4	6	1.5	4	1	3	46.5
Name Changes	15	9	17	7	5	10	1	7.5	4.5	10	6	5	97
Conciliation Court	9	6	14	9	10	12	5	7.5	13	4	11	8	108.5
General Civil	9	6	10	7	11	17	6	10	6	5	5	4	96
Gen'l Criminal & DUI	6	7	16	2	6	7	3	5	3.5	5	6	7	73.5
Judgment/Garnishment	8	2	5	2	5	6	5	1	3	4	4	1	46
Harassment	3	3	11	8	10	4	3	5	4	3	9.5		63.5
Order for Protection	6	2	6	10	5	2	1	6	2	12	8	4	64
Landlord	2	1	5	4	5	3		1	1	9	7	3	41
Tenant	2	2	1	4	5	6	6	6	5.5	5	1	4	47.5
Eviction Expungement	1			1	1				1	1			5
Guardianship	3	2	1	1		1	3	1		2			14
Wills/Probate	1		2	1	1	3	3	3	2	2	3	5	26
Appeals				2		2		2	1	2	4	2	15
Debtor/Creditor	4	3	3	1	8		2	1	1	1	2.5	3	29.5
Contempt	6	2	6	5	4	4	1	2	2		1	2	35
Car Forfeiture	1	1	1		1	1				1		2	8
Drivers License		4	2			2			1	1	2		12
Subpoenas	1		1	1			1	1	2.5		1.5		9
Ex Parte		1	1	1	4	2	1	1		1			12
Serving Documents	3	1	3	4	13	4		0.5	1	3	1.5		34
Bankruptcy/Foreclosure		1		2	1				1				5
Misc.	5	2	2	2	1	3	6	13	3.5	6	4	8	55.5
Total Walk-In Contacts	173	137	186	166	187	160	106	178	115	141	141	115	1805
Total Attorney Contacts	8	33	33	29	31	46	22	30	21	21	16	31	321
Total Clinic Contacts										7	15	7	29
Pretrial Detainee									6	9	6	13	34
Total E-mail Contacts	5	10	10	6	13	7	2	1	11	6	10	16	97
Total Phone Contacts	65	38	77	49	47	48	43	58	56	64	68	69	682
TOTAL CONTACTS	251	218	306	250	278	261	173	267	209	248	256	251	2968

OLMSTED COUNTY LAW LIBRARY  
SUMMARY OF PEOPLE ASSISTED - 2010

	Jan.	Feb.	Mar.	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	CASE TYPE TOTALS
Divorce/Annulment	1	11	18	25	6	26.5	26	26	29	26	30	34	258.5
Child Custody/Visitation	0.5	8	13	16	21.5	26	29	21	21	21	22	20	219
Child Support	2.5	2	4.5	4.5	3	2	7	7	13	5	2	9	61.5
Maintenance					1								1
Paternity/Adoption	0.5	1	1	5				3	1	2			13.5
CHIPS				1	1						1		3
Legal Research	2	6.5	12.5	12.5	5	7	6	4	3	5	4	6	73.5
Criminal Expungement	2	6	8.5	12	5	13	11	8	12	6	7	7	97.5
Car Title Issues			1	2	3	2	2		1	1	1	2	15
IFPs	0.5	3	0.5	1	1		3	2	2	4	6	3	26
Name Changes		2	3	4	3.5	4.5	2.5	2	10	8	10	2	51.5
Conciliation Court	1	2	11.5	22.5	8.5	17.5	8.5	14	14	9	14	16	138.5
General Civil		1.5	2.5	7	5	7	10	5	12	11	7	11	79
General Criminal		1	2	3	3.5	10	12	4	6	11	15	8	75.5
Judgment/Garnishment	0.5	4.5	3	3	0.5	1	4	1	8	3	7	3	38.5
Harassment		1	2.5	4.5	6.5	7	3	5.5	12	4	7	5	58
Order for Protection	1	1	1	5	4.5	8.5	4	1.5	4	3	4	2	39.5
Landlord			5.5	4	1	6.5	5	1	8	4	3	5	43
Tenant		4		5	2	3.5	1	7	5	1	2	3	33.5
Eviction Expungement		1				1		1		1	1	2	7
Guardianship			1	3	1			2			3		10
Wills/Probate			2	1			4	1	2		3	1	14
Appeals	0.5	0.5			4	3	3.5				1	1	13.5
Debtor/Creditor				1.5		3.5	8	2	4	6	5	5	35
Alcohol Offenses			1	2				1			2	1	7
Contempt		4.5	0.5	4	4	7.5	2	3	2	6	3	7	43.5
Car Forfeiture		1			2	1		1	1		1	1	8
Drivers Licence		1		1	1	2							5
Subpoenas			1	1		2.5	1.5						6
Ex Parte		1	0.5	0.5		1	0.5	1		1		2	7.5
Serving Documents		0.5	1	3	1.5	5.5	4	6	4	4	1	3	33.5
Bankruptcy/Foreclosure				1		2	2.5		2			1	8.5
Misc.				5	3	3	1	3	1	7	2	6	31
Total Walk-In Contacts	12	64	97	160	98	174	161	133	177	149	164	166	1555
Total E-mail Contacts			1	5	6	7	4	6	4	5	7	1	46
Total Phone Contacts			5	40	30	63	32	51	53	65	58	71	468
TOTAL CONTACTS	12	64	103	205	134	244	197	190	234	219	229	238	2069

**OLMSTED COUNTY LAW LIBRARY  
SERVICE STATISTICS BY CONTACT TYPE**

	2010	2011	2012	2013	2014	2015	Totals:	% last 2	% overall
Walk-in	1555	1805	2203				5563	↑ 122%	↑ 142%
Attorney	n/a	321	426				747	↑ 133%	↑ 133%
Clinic *		29	167				196	↑ 576%	↑ 576%
ADC/Outreach **		34	468				502	↑ 1376%	↑ 1376%
E-mail	46	97	125				268	↑ 129%	↑ 272%
Phone	468	682	1241				2391	↑ 182%	↑ 265%
Totals	2069	2968	4630	0	0	0	9667	↑ 156%	↑ 224%

\*Clinic program started in October 2011.

\*\*ADC (Service to pre-trial detainees in the Olmsted County Adult Detention Center) and Outreach (CLE programming and other teaching or outreach efforts) began in 2011.

**OLMSTED COUNTY LAW LIBRARY  
IN-PERSON SERVICE STATISTICS BY TYPE**

	2010	2011	2012	2013	2014	2015	Totals:	% last 2	% overall
FAMILY	691	862.5	1036				2589.5	↑ 120%	↑ 150%
CIVIL	485.5	533.5	737.5				1756.5	↑ 138%	↑ 152%
CRIMINAL	180	198.5	225				603.5	↑ 113%	↑ 125%
PROCEDURAL	198.5	210.5	204.5				613.5	↓ 3%	↑ 103%
Totals:	1555	1805	2203	0	0	0	5563	↑ 122%	↑ 142%

FAMILY includes: Divorce/Annulment, Child Custody/Visitation, Child Support, Paternity/Adoption, Name Changes, Order for Protection, and Contempt

CIVIL includes: Car Title Issues, Conciliation Court, General Civil, Landlord, Tenant, Eviction Expungement, Guardianship, Wills/Probate, Debtor/Creditor, Car Forfeiture, Drivers License, Bankruptcy/Foreclosure, and Misc.

CRIMINAL includes: Criminal Expungement, and General Criminal/DUI

PROCEDURAL includes: Legal Research, IFPs, Judgment/Garnishment, Appeals, Subpoenas, Ex Parte, and Serving Documents

Revenues and Expenses by Unit - Budget Vs Actual for BFY 2012  
 Thru Period: 13/2012

Fund: 0820 - Law Library Fund

Dept: 0120 - JUDICIAL

Unit: 1240 - Law Library

Jerry Perry

Code	Object / Rev Source Name	Encumbrances	Year To Date			Budget Vs Actual	
			Expenditures/ Revenues	Total Obligations/ Revenues	Current Budget	Amount Available	Percent Available
<b>Expenses      Appr: 610      Law Library Personal Svcs</b>							
6111	Full-Time Salaries		\$54,203.32	\$54,203.32	\$62,354	\$8,150.84	13.07 %
6120	Vacation		\$2,385.00	\$2,385.00	\$0	(\$2,385.00)	(999900.00) %
6121	Holiday		\$2,353.85	\$2,353.85	\$0	(\$2,353.85)	(999900.00) %
6125	Misc Productive		\$18.46	\$18.46	\$0	(\$18.46)	(999900.00) %
6140	Employee Recognition				\$10	\$10.00	100.00 %
	<b>Salary Expenses</b>		<b>\$58,960.63</b>	<b>\$58,960.63</b>	<b>\$62,364</b>	<b>\$3,403.53</b>	<b>5.46 %</b>
6151	Health Insurance				\$0	\$0.00	(999900.00) %
6152	Pera-County Share				\$1,490	\$1,489.56	100.00 %
6153	Fica-County Share		\$4,700.52	\$4,700.52	\$1,572	(\$3,128.76)	(199.06) %
6160	Dental Insurance				\$0	\$0.00	(999900.00) %
	<b>Appr 610 Total:</b>		<b>\$63,661.15</b>	<b>\$63,661.15</b>	<b>\$65,426</b>	<b>\$1,764.33</b>	<b>2.70 %</b>
<b>Expenses      Appr: 613      Law Library-Personal Services</b>							
6206	Staff Development				\$0	\$0.00	(999900.00) %
6211	Telephone & Communications		\$398.60	\$398.60	\$1,000	\$601.40	60.14 %
6212	Postage & Freight		\$316.95	\$316.95	\$0	(\$316.95)	(999900.00) %
6260	Attorney/Misc Fees		\$32,916.67	\$32,916.67	\$35,000	\$2,083.33	5.95 %
6272	Mileage		\$190.44	\$190.44	\$0	(\$190.44)	(999900.00) %
6273	Meals				\$0	\$0.00	(999900.00) %
6274	Lodging				\$0	\$0.00	(999900.00) %
6279	Other Travel				\$0	\$0.00	(999900.00) %
6291	Insurance		\$1,213.25	\$1,213.25	\$1,500	\$286.75	19.12 %
6410	Office Supplies & Stationery		\$114.52	\$114.52	\$0	(\$114.52)	(999900.00) %
6421	General Supplies		\$982.84	\$982.84	\$1,500	\$517.16	34.48 %
6441	Books & Periodicals		\$53,299.16	\$53,299.16	\$60,000	\$6,700.84	11.17 %
6611	Computer Equipment		\$1,277.11	\$1,277.11	\$0	(\$1,277.11)	(999900.00) %
6991	I/G-Central Services		\$3,638.50	\$3,638.50	\$1,400	(\$2,238.50)	(159.89) %
6992	I/G-ITS		\$11,830.42	\$11,830.42	\$7,435	(\$4,395.42)	(59.12) %
	<b>Appr 613 Total:</b>		<b>\$106,178.46</b>	<b>\$106,178.46</b>	<b>\$107,835</b>	<b>\$1,656.54</b>	<b>1.54 %</b>
	<b>Unit 1240 Expenses Total:</b>		<b>\$169,839.61</b>	<b>\$169,839.61</b>	<b>\$173,260</b>	<b>\$3,420.87</b>	<b>1.97 %</b>
<b>Revenues</b>							
5116	Reserve Buildup				(\$26,740)	(\$26,740.00)	100.00 %
5312	General Government		\$169,800.79	\$169,800.79	\$175,000	\$5,199.21	2.97 %
5910	Transfers In				\$25,000	\$25,000.00	100.00 %
	<b>Unit 1240 Revenues Total:</b>		<b>\$169,800.79</b>	<b>\$169,800.79</b>	<b>\$173,260</b>	<b>\$3,459.21</b>	<b>2.00 %</b>
<b>Tax Levy:</b>		<b>\$0.04</b>		<b>\$0.48</b>		<b>\$0</b>	
<b>Total Revenues, Including Tax Levy</b>		<b>\$0.04</b>		<b>\$169,801.27</b>			
<b>Net Surplus / (Usage)</b>		<b>(\$3,970.31)</b>		<b>(\$38.34)</b>			