

Regulations of the Muskingum County Law Library Resources Board

1. All County Law Library Resources Board (CLLRB) meetings shall be held in the library during regular business hours, or at such places as the Chairperson may designate.
2. Meetings of the CLLRB shall comply with Ohio open meeting laws and, as such, shall be announced publicly. Every meeting of the CLLRB shall be open to the public.
3. Meetings shall be held quarterly, as required by law.
4. The Chairperson shall have the power to call a meeting at any time upon the written request of two members by a ten-day written notice to the members and provided public notice is given stating the time and place and objects of the meeting.
5. Three CLLRB members present at any duly called meeting shall constitute a quorum.
6. A Majority vote of the members present at any duly called meeting is necessary for official action.
7. Voting members who are not physically present at a meeting of voting members may attend the meeting by the use of authorized communications equipment that enables the voting members an opportunity to participate in the meeting and to vote on matters submitted to the voting members, including the opportunity to read or hear the proceedings of the meeting, participate in the proceedings, and contemporaneously communicate with the persons who are physically present at the meeting.
8. The composition, appointments, terms, and leadership of the CLLRB is determined by statute (R.C.307.51) and followed by the Muskingum County Law Library Resource Board in full.

Use of the Library

1. All patrons shall refrain from disturbing or disrupting another patron's studious atmosphere.
2. All patrons must wear appropriate attire, including shoes.
3. Minors must be accompanied by an adult.
4. Persons and their belongings may be subject to inspection at any time.
5. Smoking is not permitted inside of the Law Library.
6. No Ohio books may be removed from the Law Library.
7. Only Attorneys may remove books from the premises.
8. All Books must be returned with three (3) days.
9. Any lost or damaged books shall be replaced by the Attorney at their expense.
10. Flagrant or repeated violations may result in a loss of all privileges or access to the Law Library for a period determined by the CLLRB.
11. The Law Library shall not be used as a meeting room or conference room between attorneys and their clients or between attorneys and opposing counsel.
12. All copies made or printed materials by the public shall be charged at a rate of \$0.10
13. Only attorneys, judges, and approved employees of local government offices are permitted to use the computer terminals.
14. The Law Librarian is not responsible for assisting in research of legal issues nor assisting in using the computer equipment.
15. The Law Library is Open Thursdays from 9:00 a.m. until 3:00 p.m. and available Monday – Friday 8:30 a.m. until 4:00 p.m. by appointment (Except Holidays).
16. These rules and regulations may be amended anytime at the discretion of the CLLRB.