

**NOTICE of PUBLIC MEETING/AGENDA  
of the  
DOUGLAS COUNTY LAW LIBRARY BOARD  
SEPTEMBER 18, 2024**

A regular meeting of the Douglas County Law Library Board will be held on **September 18, 2024**, beginning at **8:30 A.M.** The meeting will be held in a hybrid format to include in person at the Douglas County Judicial Law Enforcement Center, Department 2 Courtroom, 1038 Buckeye Road, Minden, Nevada and via Zoom by accessing the website:

<https://us06web.zoom.us/j/83202609220?pwd=T5eWPWFJos9kDGyVPV0sWb9diIek2p.1>

**Meeting ID: 832 0260 9220, Passcode: 551271.** The public may also call in live by using telephone number: **(669) 900 6833 Passcode: 551271.**

The Law Library Board reserves the right to take items in a different order; to combine two or more agenda items for consideration; and to remove items from the agenda or delay discussion relating to an item on the agenda at any time.

The Board, through its president, may prohibit a comment if the comment is on a topic that is not relevant to, or within the authority of the public body or if the comment is repetitious or willfully disruptive of the meeting. Written materials filed with the Board are part of the record and do not need to be read aloud. Citizens are encouraged to submit written materials well in advance of the scheduled meeting so the Board of Trustees will have time to review them before the public hearings begin. Members of the public body may submit written material or request supporting material for the meeting by contacting Erin C. Plante by email at [eplante@douglas.nv.gov](mailto:eplante@douglas.nv.gov), telephone at 775-782-9951, by mail at P.O. Box 218 Minden, Nevada 89423, or by physical address at 1038 Buckeye Road, Minden, Nevada 89423.

Persons desiring an opportunity to address the Law Library Board who are not able to attend the meeting are requested to send an email to [eplante@douglas.nv.gov](mailto:eplante@douglas.nv.gov) at the Douglas County District Court at least 24 hours prior to the convening of the Law Library Board Meeting.

**Notice to Persons with Disabilities:** Members of the public who are disabled and require special assistance or accommodations at the meeting are requested to notifying Erin C. Plante at 775-782-9951 or [eplante@douglas.nv.gov](mailto:eplante@douglas.nv.gov) at least 20 hours in advance.

\*Copies of this notice and agenda have been posted on or before 9 a.m. on the third working day before the meeting at the Douglas County Judicial and Law Enforcement Center, the State of Nevada's official website <http://notice.nv.gov> and the Douglas County District Court's official website <https://douglasdistrictcourt.com/law->

[library/](#). Copies of this notice and agenda, as well as supplemental/support material have been posted to the Douglas County's website [https://douglascountynv.granicus.com/ViewPublisher.php?view\\_id=1](https://douglascountynv.granicus.com/ViewPublisher.php?view_id=1). However, this Board does not maintain the listed website and therefore timely posting of agendas on the website cannot be guaranteed.



# Douglas County Law Library Board

Judicial Law Enforcement Center  
Department 2  
1038 Buckeye Road  
Minden, Nevada 89423  
<http://www.douglascountynv.gov/>

## Regular Meeting Agenda

Erin C. Plante  
Judicial Executive Assistant

---

Wednesday, September 18, 2024, 8:30 a.m. In Person/Zoom – Instructions Provided in Notice

---

### CALL TO ORDER AND DETERMINATION OF QUORUM

### PUBLIC COMMENT

At this time, public comment will be taken on those items and matters within the jurisdiction and control of the Law Library Board. No action may be taken on a matter raised under public comment until the matter has been included specifically on an agenda as an item upon which action will be taken. Public Comment is limited to 3 minutes per speaker.

### MINUTES APPROVAL

Wednesday, May 22, 2024 – Regular Meeting

### AGENDA ITEMS

- 1. For Discussion Only.** Discussion of the Law Librarian’s quarterly report of the financial status of the Law Library. NRS 380.065.
- 2. For Discussion Only.** Discussion of the new Nevada Legal Kiosk at the Law Library.

### PUBLIC COMMENT

At this time, public comment will be taken on those items and matters within the jurisdiction and control of the Law Library Board. No action may be taken on a matter raised under public comment until the matter has been included specifically on an agenda as an item upon which action will be taken. Public Comment is limited to 3 minutes per speaker.

### ADJOURNMENT



**Douglas County Law Library Board  
Meetings & Minutes**  
**Douglas County Judicial Law Enforcement Center**  
1038 Buckeye Road, Minden, Nevada 89423

Phone: 775-782-9951  
FAX: 775-782-9878

The regular meeting of the **DOUGLAS COUNTY LAW LIBRARY BOARD** was held on Wednesday, May 22, 2024, in Department 2 of the Douglas County Judicial Law Enforcement Center, 1038 Buckeye Road, Minden, Nevada 89423, and via Zoom.

**OPENING**

**Call to order at 8:38 a.m. and roll call:**

**Board Members Present:**

Judge Thomas W. Gregory – Trustee  
Walt Nowosad - Trustee  
Peter Handy – Trustee

**Quorum**

**Public Comment:**

**Timothy Deghelder** speaks:

I just have two comments today. One comment is last year the State was doing grants for a legal kiosk, and what that is, I really didn't know what it was and I was skeptical about putting something new in that I couldn't support. Carson City actually got a legal kiosk and I went and toured their library and really enjoyed experiencing the kiosk. It is a screen driven subject guide to legal issues for a senior persons, it's on a level, you could family law, medical law. It was devised by courts to help people find forms and information. I forward Carson City that I really like that, so I put in a grant for us in Douglas County to get a legal kiosk. It comes with a computer, a screen and printer and we got that grant, they accepted us to be on the list and I will find out more information on Friday. Along with Westlaw where people can search case law, this kiosk will help people find information kind of driven on the subject level, so times people just know what they want, I need a form to sell my car, or I'm getting a divorce, or I need a power of attorney, and it's easily driven off of the menu and comes with a printer. We are going to be getting that to help our Douglas County find information a little bit easier on a menu driven. That's why I was coming to see you. We got this cool kiosk for the County, and people should come in and use the screen a little bit easier, which is why I was

---

excited and I was on that way, to come see you, to tell you in person. Secondly, our print material is starting come in for the year and we're getting that stuff cataloged as we go. We're getting copies of what we're supposed to be getting for the year. So those two things, I wanted to tell you about.

**Judge Gregory** speaks:

Thank you Sir. Would you give us some comment regarding Westlaw and whether is operating appropriately.

**Timothy Deghelder** speaks:

Yes, it is operating appropriately, but you have go in the right way. When you pick your case, you have to go in order. If you start off, we took a training on that, and there's some ways you can kind of jump out of our subscription. You have to go back to the homepage to get into, it's kind of a stair step. You start out this, then you go down to this, and it works your way down to our case law. If you start out at case law it gets kind of fuzzy, so you have to work your way down in steps. It's just clunky. You almost have to be a lawyer or use it all the time to kind of know. So we have staff and we are more than happy to help anyone or find anything they need. So it's a little clunky, but it is working appropriately.

**Judge Gregory** speaks:

Mr. Deghelder, thank you for that update. I am really excited about that kiosk when that first came out. I didn't know how they chose which jurisdictions to give the kiosk to begin with, of course, I was hoping Douglas County would have been one the first ones, but I understand they are limited. So I thank you for looking into that, researching it, from what I understand it would be a tremendous asset to our library, so thank you for doing that and for giving us the update.

**Timothy Deghelder** speaks:

And when it comes in, I will welcome anyone to come over and look at it, if you want, or I will give you a full report on it, next time.

**Judge Gregory** speaks:

Thank you and yes I would very much like to come over and check it out. When do you expect it?

**Timothy Deghelder** speaks:

We got the news in March and were just waiting for them to order the equipment, so I am going to get a notice on Friday. Maybe six weeks? Something like that.

---

**Judge Gregory** speaks:

Is it just a onetime grant that ultimately we will need to fund, or is this something that will continue to be free of charge?

**Timothy Deghelder** speaks:

Continue to be free of charge.

**Judge Gregory** speaks:

Outstanding. Ok Sir, any other public comment. Hearing none, we will continue to the approval of Minutes.

### **Minute Approval from Wednesday, March 20, 2024 – Regular Meetings**

MOTION: Commissioner Nowosad made a motion to approve the meeting minutes from the March 20, 2024 Regular Board.  
SECOND: Peter Handy  
AYES: Gregory, Nowosad, Handy  
RESULTS: APPROVED

- 1. For Discussion Only.** Discussion of the Law Librarian’s quarterly report of the financial status of the Law Library. NRS 380.065

Discussion: None

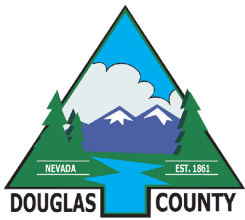
**Public Comment:**

None

**Judge Gregory** speaks:

The next meeting is September 18, 2024, at 8:30 a.m. Mr. Deghelder your appearance is always welcomed at these meetings and we encourage you to attend at that meeting as well if you are available. Your update today was great and I think we are now anxious to hear about that kiosk at the next meeting. Ok, this meeting adjourned.

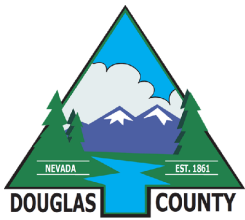
**Adjournment – 8:48 a.m.**



# Law Library Budget Performance Report

Fiscal Year to Date 08/31/24  
Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year YTD
<b>Fund 222 - Law Library</b>										
<b>REVENUE</b>										
Department <b>000 - Revenue</b>										
<i>Beg. Fund Bal./Reserves</i>										
301.000	Opening Fund Balance (Unassigned)	54,561.00	.00	54,561.00	.00	.00	.00	54,561.00	0	.00
301.100	Opening Fund Reserves	.00	.00	.00	.00	.00	.00	.00	+++	.00
<i>Beg. Fund Bal./Reserves Totals</i>		<b>\$54,561.00</b>	<b>\$0.00</b>	<b>\$54,561.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$54,561.00</b>	<b>0%</b>	<b>\$0.00</b>
<i>Charges For Service</i>										
341.601	Clerks Fees	18,700.00	.00	18,700.00	2,100.00	.00	2,100.00	16,600.00	11	1,440.00
<i>Charges For Service Totals</i>		<b>\$18,700.00</b>	<b>\$0.00</b>	<b>\$18,700.00</b>	<b>\$2,100.00</b>	<b>\$0.00</b>	<b>\$2,100.00</b>	<b>\$16,600.00</b>	<b>11%</b>	<b>\$1,440.00</b>
<i>Miscellaneous Revenue</i>										
360.800	Miscellaneous	.00	.00	.00	.00	.00	.00	.00	+++	.00
361.200	Interest On Investment	.00	.00	.00	.00	.00	.00	.00	+++	.00
361.205	Investment-FMV Adjust	.00	.00	.00	.00	.00	.00	.00	+++	.00
361.211	Invest. Earnings-LGIP	206.00	.00	206.00	.00	.00	42.46	163.54	21	55.56
361.212	Invest. Earnings-BNY Mellon	736.00	.00	736.00	.00	.00	119.18	616.82	16	180.80
361.250	Inv Service Fees (Contra)	(32.00)	.00	(32.00)	.00	.00	(.26)	(31.74)	1	(.26)
361.251	Bank Fees (Contra)	.00	.00	.00	.00	.00	.00	.00	+++	.00
<i>Miscellaneous Revenue Totals</i>		<b>\$910.00</b>	<b>\$0.00</b>	<b>\$910.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$161.38</b>	<b>\$748.62</b>	<b>18%</b>	<b>\$236.10</b>
<i>Other Financing Sources</i>										
392.050	Transfers In-General Fund	.00	.00	.00	.00	.00	.00	.00	+++	.00
<i>Other Financing Sources Totals</i>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>+++</b>	<b>\$0.00</b>
Department <b>000 - Revenue Totals</b>		<b>\$74,171.00</b>	<b>\$0.00</b>	<b>\$74,171.00</b>	<b>\$2,100.00</b>	<b>\$0.00</b>	<b>\$2,261.38</b>	<b>\$71,909.62</b>	<b>3%</b>	<b>\$1,676.10</b>
<b>REVENUE TOTALS</b>		<b>\$74,171.00</b>	<b>\$0.00</b>	<b>\$74,171.00</b>	<b>\$2,100.00</b>	<b>\$0.00</b>	<b>\$2,261.38</b>	<b>\$71,909.62</b>	<b>3%</b>	<b>\$1,676.10</b>
<b>EXPENSE</b>										
Department <b>391 - Law Library</b>										
<i>Salaries &amp; Wages</i>										
511.165	Holiday Overtime	.00	.00	.00	.00	.00	.00	.00	+++	.00
511.166	Sick Buyback	.00	.00	.00	.00	.00	.00	.00	+++	.00
511.167	Vacation Payout	.00	.00	.00	.00	.00	.00	.00	+++	.00
511.168	Vacation Buyback	.00	.00	.00	.00	.00	.00	.00	+++	.00
511.169	Comp Payout	.00	.00	.00	.00	.00	.00	.00	+++	.00
511.999	Salaries-Offset	.00	.00	.00	.00	.00	.00	.00	+++	.00
<i>Salaries &amp; Wages Totals</i>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>+++</b>	<b>\$0.00</b>
<i>Employee Benefits</i>										
511.190	Pact Other	.00	.00	.00	.00	.00	.00	.00	+++	.00
<i>Employee Benefits Totals</i>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>+++</b>	<b>\$0.00</b>
<i>Services &amp; Supplies</i>										
520.139	Rents/Leases Copy Machine	.00	.00	.00	.00	.00	.00	.00	+++	.00
521.500	Central Svcs Cost Allocation	732.00	.00	732.00	.00	.00	183.00	549.00	25	183.00
532.055	Books & Periodicals	9,509.00	.00	9,509.00	.00	.00	767.58	8,741.42	8	1,392.45



# Law Library Budget Performance Report

Fiscal Year to Date 08/31/24  
Exclude Rollup Account

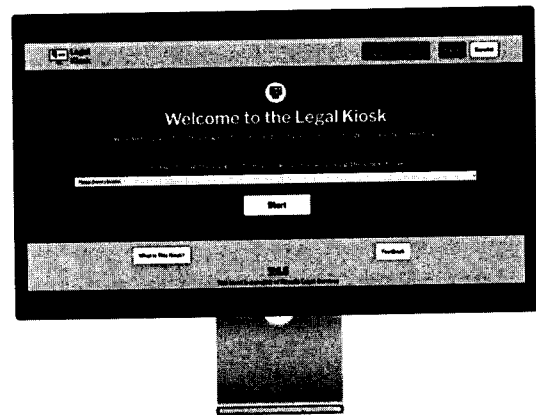
Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year YTD
<b>Fund 222 - Law Library</b>										
<b>EXPENSE</b>										
Department <b>391 - Law Library</b>										
<i>Services &amp; Supplies</i>										
550.102	Bank Fees-Checking	15.00	.00	15.00	.00	.00	.00	15.00	0	.00
565.755	Investment Service Fees	.00	.00	.00	.00	.00	.00	.00	+++	.00
<i>Services &amp; Supplies Totals</i>		<b>\$10,256.00</b>	<b>\$0.00</b>	<b>\$10,256.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$950.58</b>	<b>\$9,305.42</b>	<b>9%</b>	<b>\$1,575.45</b>
<i>Capital Outlay/Projects</i>										
563.900	Board Designated	.00	.00	.00	.00	.00	.00	.00	+++	.00
564.500	Machinery & Equipment	.00	.00	.00	.00	.00	.00	.00	+++	.00
564.603	New Office Equipment	.00	.00	.00	.00	.00	.00	.00	+++	.00
<i>Capital Outlay/Projects Totals</i>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>+++</b>	<b>\$0.00</b>
<i>Other Financing Uses</i>										
619.000	Contingency	154.00	.00	154.00	.00	.00	.00	154.00	0	.00
<i>Other Financing Uses Totals</i>		<b>\$154.00</b>	<b>\$0.00</b>	<b>\$154.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$154.00</b>	<b>0%</b>	<b>\$0.00</b>
<i>Ending Fund Bal/Reserves</i>										
625.103	Appropriated Reserve	.00	.00	.00	.00	.00	.00	.00	+++	.00
699.000	Ending Fund Balance	63,761.00	.00	63,761.00	.00	.00	.00	63,761.00	0	.00
<i>Ending Fund Bal/Reserves Totals</i>		<b>\$63,761.00</b>	<b>\$0.00</b>	<b>\$63,761.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$63,761.00</b>	<b>0%</b>	<b>\$0.00</b>
Department <b>391 - Law Library Totals</b>		<b>\$74,171.00</b>	<b>\$0.00</b>	<b>\$74,171.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$950.58</b>	<b>\$73,220.42</b>	<b>1%</b>	<b>\$1,575.45</b>
<b>EXPENSE TOTALS</b>		<b>\$74,171.00</b>	<b>\$0.00</b>	<b>\$74,171.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$950.58</b>	<b>\$73,220.42</b>	<b>1%</b>	<b>\$1,575.45</b>
Fund <b>222 - Law Library Totals</b>										
<b>REVENUE TOTALS</b>		<b>74,171.00</b>	<b>.00</b>	<b>74,171.00</b>	<b>2,100.00</b>	<b>.00</b>	<b>2,261.38</b>	<b>71,909.62</b>	<b>3%</b>	<b>1,676.10</b>
<b>EXPENSE TOTALS</b>		<b>74,171.00</b>	<b>.00</b>	<b>74,171.00</b>	<b>.00</b>	<b>.00</b>	<b>950.58</b>	<b>73,220.42</b>	<b>1%</b>	<b>1,575.45</b>
Fund <b>222 - Law Library Totals</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$2,100.00</b>	<b>\$0.00</b>	<b>\$1,310.80</b>	<b>(\$1,310.80)</b>		<b>\$100.65</b>
Grand Totals										
<b>REVENUE TOTALS</b>		<b>74,171.00</b>	<b>.00</b>	<b>74,171.00</b>	<b>2,100.00</b>	<b>.00</b>	<b>2,261.38</b>	<b>71,909.62</b>	<b>3%</b>	<b>1,676.10</b>
<b>EXPENSE TOTALS</b>		<b>74,171.00</b>	<b>.00</b>	<b>74,171.00</b>	<b>.00</b>	<b>.00</b>	<b>950.58</b>	<b>73,220.42</b>	<b>1%</b>	<b>1,575.45</b>
Grand Totals		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$2,100.00</b>	<b>\$0.00</b>	<b>\$1,310.80</b>	<b>(\$1,310.80)</b>		<b>\$100.65</b>

# Nevada

## Legal Kiosk Project

[Find a Kiosk](#)

Nevada's Legal Kiosk Project grew out of an effort by the state's five leading legal aid providers, including Nevada Legal Services (NLS), to address the digital divide exposed by COVID-19 pandemic, which disproportionately affected communities, especially seniors, that lack the means to use technology to access the legal system. As underserved communities often seek legal information at their local libraries, placing the free Legal Kiosks in libraries throughout the state provides a needed resource for library staff and the people they serve. NLS took the lead in obtaining grant funding for and developing the Project. The Legal Kiosks are designed to be a user-friendly portal for Nevadans to learn about civil legal issues, find court information and forms, access legal aid providers, and locate community resources.



# Host a Legal Kiosk at Your Organization

Host Sites are the heart and soul of our project. Host Sites allow community members to access the legal system in a familiar and safe space. Host Sites in Nevada currently are limited to libraries; other community organizations like schools, shelters, community centers, places of worship, or other social service providers may inquire in event of future expansion of the legal kiosk project.

[Read Host Site FAQs](#)

[Request a Legal Kiosk](#)

## Locations

Legal Access Kiosks are **available** at these locations!

# NEVADA LEGAL KIOSK PROJECT

What are  
Legal Kiosks?

Legal Kiosks are computer stations located in libraries across Nevada. They provide greater access to the civil legal system for seniors and all others lacking adequate access to technology. At a Legal Kiosk, community members can find free legal information and forms, locate legal aid and community resources, print documents, and attend online meetings and remote court hearings.

Who can  
use them?

Anyone can use a Legal Kiosk! The kiosks are designed to be a user-friendly way for Nevadans to find legal information and resources. They are available in English and Spanish. The kiosk interface is also screen-reader accessible.

What does a  
Kiosk look like?

Kiosks are computers placed on a desk. They are located in public community spaces and sometimes may be located in rooms that have the ability to create a confidential space while the Kiosk is in use. Kiosks also come with printers and scanners.





## FREE LEGAL HELP IS HERE AT A LEGAL KIOSK NEAR YOU

### AT A LEGAL KIOSK, YOU CAN

- Find information about your legal problem
- Find legal help and forms
- Learn about your rights
- Print and scan documents
- Video meeting with your lawyer or court



### FIND ANSWERS ABOUT THESE TOPICS AND MORE



HOUSING



FAMILY



MONEY AND DEBT



IMMIGRATION



SENIOR LAW



COURT FORMS



### LOCATE A LEGAL KIOSK NEAR YOU

[www.legalkiosks.com/projects/nevada](http://www.legalkiosks.com/projects/nevada)



**Legal  
Kiosk**

## UN KIOSCO LEGAL GRATUITO ESTÁ AQUÍ EN UNA BIBLIOTECA CERCA DE USTED

**EN UN KIOSKO LEGAL, ✨  
USTED PUEDE:**

- Buscar información sobre tu problema legal
- Aprender sobre tus derechos legales
- Acceder información sobre tu caso
- Efectuar tus pagos al tribunal
- Asistir a reuniones virtuales con tu abogado o con el tribunal



### ENCUENTRA RESPUESTAS SOBRE ESTOS TEMAS Y MÁS EN UN KIOSKO LEGAL CERCANO



VIVIENDA



FAMILIA



DINERO Y DEUDAS



INMIGRACIÓN



LEGAL PARA  
ANCIANOS



FORMAS LEGALES

### LOCALIZA UN KIOSKO LEGAL CERCA DE TI



[www.legalkiosks.com/projects/nevada](http://www.legalkiosks.com/projects/nevada)





Legal  
Kiosk

## UN KIOSCO LEGAL GRATUITO ESTÁ AQUÍ EN UNA BIBLIOTECA CERCA DE USTED

### EN UN KIOSKO LEGAL, USTED PUEDE:

- Buscar información sobre tu problema legal
- Aprender sobre tus derechos legales
- Acceder información sobre tu caso
- Efectuar tus pagos al tribunal
- Asistir a reuniones virtuales con tu abogado o con el tribunal



## ENCUENTRA RESPUESTAS SOBRE ESTOS TEMAS Y MÁS EN UN KIOSKO LEGAL CERCANO



VIVIENDA



FAMILIA



DINERO Y DEUDAS



INMIGRACIÓN



LEGAL PARA  
ANCIANOS



FORMAS LEGALES

## LOCALIZA UN KIOSKO LEGAL CERCA DE TI



[www.legalkiosks.com/projects/nevada](http://www.legalkiosks.com/projects/nevada)





## FREE LEGAL HELP IS HERE AT A LEGAL KIOSK NEAR YOU

### AT A LEGAL KIOSK, YOU CAN

- Find information about your legal problem
- Find legal help and forms
- Learn about your rights
- Print and scan documents
- Video meeting with your lawyer or court



### FIND ANSWERS ABOUT THESE TOPICS AND MORE



HOUSING



FAMILY



MONEY AND DEBT



IMMIGRATION



SENIOR LAW



COURT FORMS



**LOCATE A LEGAL KIOSK NEAR YOU**

[www.legalkiosks.com/projects/nevada](http://www.legalkiosks.com/projects/nevada)

