

SKAGIT COUNTY LAW LIBRARY BOARD OF TRUSTEES

Thursday, March 12, 2026, at 8:30 AM

The Skagit County Law Library Board of Trustees held a Regularly Scheduled Board Meeting on Thursday, March 12, 2026. The meeting was available both in person at the Library and remotely via Zoom. The following board members were present on the Zoom platform: Judge Heather Shand, Board of Trustee Chair Melissa Simonsen, and Board member Jeri Chavez. Present at the law library was Superior Court Administrator Rosanna Wadkins. The following Board members and ex officio members were absent: Commissioner Peter Browning, Board member Andy Schuh, and Law Librarian Cindy Adams.

I. **Call to Order:** The meeting was called to Order at 8:43 a.m..

II. **Approval of Prior Meeting's Minutes:**

The review of the minutes for the January 8, 2026 Regular Board meeting were postponed to the May 14, 2026 meeting.

III. **Old Business:**

- A. Copier. The lease expires on March 15th. The provider was not responsive to our questions and was unable to give a clear answer as to how we can maintain the scanning function. We discussed that the scanning function is one of the most valuable functions that the copier provided. In total, the monthly copier fee is approximately \$245. The Board focused on the Access to Justice perspective and agreed that a scanner and printer are helpful resources for our community members and they assist individuals in being well prepared for Court. The Board also agreed and recognized that there is a new printer at the Library Commons located across the street. The Board also recognized that we can purchase a scanner with the cost savings from the monthly printer costs. A motion was made by Jeri Chavez to cancel our current copier contract. The motion was seconded by Judge Heather Shand. The motion passed 3-0-0.
- B. Budget. The Board discussed the prospect that the County Commissioners may be requesting each county department to move forward with the 10% budget reductions that were proposed in our approved 2026 Budget. (See November 2025 Board Minutes and Budget submitted to the Commissioners.) In short, we would move forward with cutting one Westlaw subscription. If additional cuts are required, we would move forward with the other non-personnel reductions. Because these reductions were approved by the Board on November 13, 2025, no additional action was taken.
- C. Stakeholder Meeting: The Board discussed formally setting a date and location for a Stakeholders Meeting as follows:

The Skagit County Law Library: Access to Justice Stakeholders Meeting

A collaborative gathering of justice system partners to discuss available resources and develop a comprehensive resource guide.

Event Details

Date: June 24, 2026

Time: 1:00 PM – 4:30 PM

Location: Commissioners Hearing Room, 1800 Continental Place, Mount Vernon, WA 98273

Keynote Presenter

Laurie Garber (she/her)

Public Legal Education Attorney, Northwest Justice Project

Project Manager, WA Forms Online

Stakeholders: Skagit Legal Aid; Court Judiciary; Court Clerks; Law Library Board and Staff

Purpose

- Share and assess current legal resources with a key focus on forms
- Collaborate on the creation of a regional resource guide
- Plan next steps for improving access to justice

Agenda To be provided prior to the event.

IV. New Business: None presented.

V. Adjournment: The meeting adjourned at approximately 9:16 with Jeri Chavez moving to adjourn and Second by Judge Heather Shand. This was approved 3-0-0. The next regularly scheduled board meeting is scheduled for May 14, 2026 at 8:30 a.m..