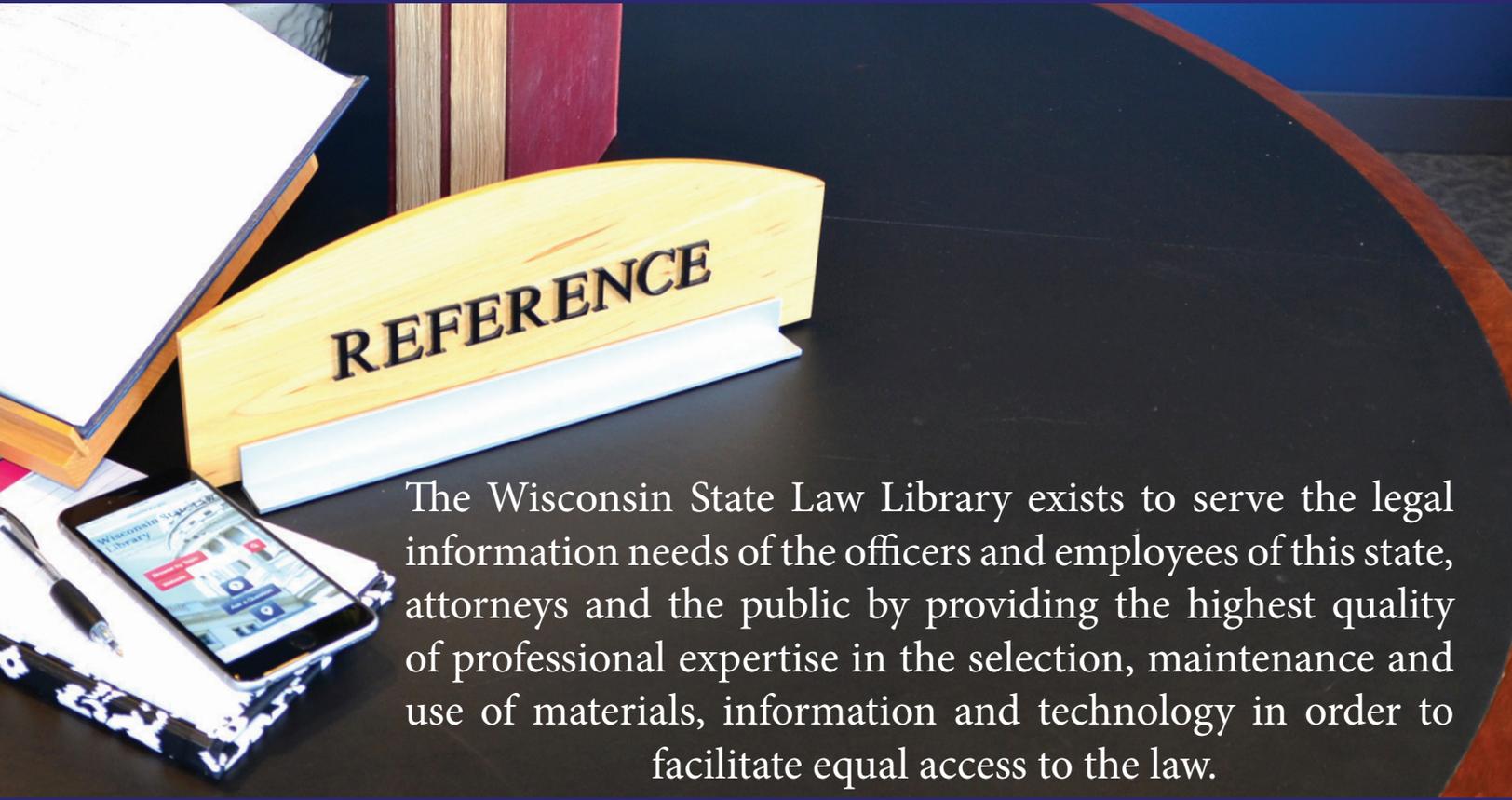


2018 Annual Report



The Wisconsin State Law Library exists to serve the legal information needs of the officers and employees of this state, attorneys and the public by providing the highest quality of professional expertise in the selection, maintenance and use of materials, information and technology in order to facilitate equal access to the law.



Wisconsin State Law Library
wilawlibrary.gov



Welcome to the Library



I'm pleased to share our inaugural annual report. The library of 2018 is different in many ways from the library of 1836 however, what has not changed is our commitment to providing legal information. We are proud to serve the Wisconsin Court System, executive, and legislative branches of State government. In addition, we serve federal, county, city, and town government users. Attorneys, legal professionals, librarians, business owners, landlords and tenants, and non-profit organizations all are welcome to use the resources available at our three libraries. Our libraries welcome self-represented individuals, members of the public, and students to use our libraries as well. If you are looking for legal information or have a question about a legal matter we are ready to help you. We are your State Law Library.

Locations

David T. Prosser Jr. State Law Library
120 Martin Luther King Jr Blvd
Madison WI 53703

8-5 Monday-Friday

Milwaukee County Law Library
Courthouse
Room G8
901 North 9th St
Milwaukee WI 53233-1425

8-4:30 Monday-Friday

Dane County Law Library
Courthouse
215 S Hamilton St
Room L1007
Madison WI 53703

8:30-4:30 Monday-Friday

Staff in 2018

David T. Prosser Jr. State Law Library

Julie T. Robinson, State Law Librarian
Amy Crowder, Deputy Law Librarian
Elspeth Gordon, Library Associate
Carol Hassler, Web Services Librarian
Jaime Healy-Plotkin, Cataloger
Angela Humiston, Wisconsin Collections Librarian
Danni Lang, Library Assistant
Michael Keane, Reference and Instruction Librarian
Tammy Keller, Program Assistant
Heidi Yelk, Director of Reference
Kari Zelinka, Acquisitions Librarian

LTE Staff

Caitlin Acierno, Library Assistant
Patti Bishop, Library Assistant
Abby Hartenbower, Library Assistant
Emily Shultz, Briefs Assistant

Milwaukee County Law Library

Jennifer Waite, Reference Librarian
LTE Staff
Suhith Bayana, Library Associate
Erik Johnson, Library Associate
Brittany Lee, Library Associate
Jamie Neuendorf, Library Associate
Jenna Marquardt, Library Associate
Alexis Pederson, Library Associate
Melissa Sylla, Library Associate

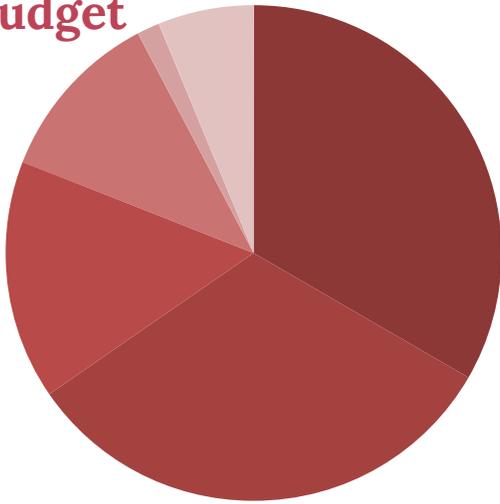
Dane County Law Library

Bob Lopez, Reference Librarian
LTE Staff
Bob Lee, Library Associate



Collection

Budget



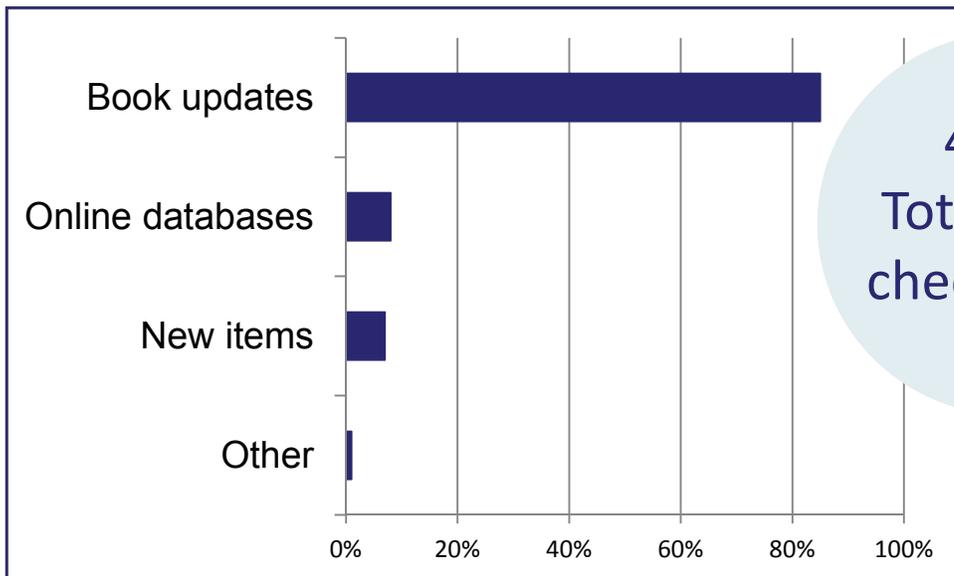
- Staff
- Rent
- Books
- Contracts
- Supplies / Services
- Electronic services



The David T. Prosser Jr. State Law Library maintains a comprehensive collection of primary and secondary materials to serve the legal research and practice needs of people throughout the state. Emphasis is primarily on Wisconsin and U.S. law. The collection consists of over 135,000 items in print and microfiche, and includes considerable electronic holdings as part of the library's online database subscriptions.

The collections of the Milwaukee County Law Library and the Dane County Law Library focus on Wisconsin legal practice materials to best serve the needs of those involved in a court action.

Collection Budget



135,669
Books & videos
in our
collections

4,128
Total items
checked out

4,127
Items used in
the library



Maintaining the Collection

The library continually develops, maintains, and evaluates library collections to keep pace with changes in the law and meet the evolving needs of our users. To achieve this, collection management staff select and acquire materials in a variety of physical formats and provide access to items available online or through commercial databases. Staff track subscription costs, maintain funds for the collections, and pay invoices. Materials are cataloged and records entered into an online library catalog so that items may be easily found within the collections. Items in the collection are continually updated, which involves monitoring of publication schedules, claiming, check-in, and filing supplementation. The staff processes, files and shelve materials to ensure our users have the most up-to-date information.

3,437
New &
modified
records

In addition to the collections at the three libraries, collection management staff select, acquire, catalog, check-in, and process print materials and electronic subscriptions for the Wisconsin Supreme Court and Court of Appeals. Items are delivered by library staff; who update collections on a regular basis. Milwaukee County and Dane County Judicial collections are also maintained by library staff.

2018 Projects

- Purchased books in topical areas including: immigration, family law, firearms, hate crimes, police misconduct, health, education, and Native American law.
- Evaluated use and content of multiple titles and made the decision to cancel thirteen titles and resources. This resulted in a savings of over \$17,500 annually.
- Coordinated and migrated from in-library hosted servers to cloud-hosted servers for the Sierra integrated library system.
- Added a digital display to the David T. Prosser Jr. Library to promote the collection, library services and upcoming events.
- Researched and created numerous Start Here Guides for court conference attendees, legislative study committees, and library users. Topics included: alcohol beverages enforcement, bail and conditions for release, police body cameras, child placement and support, health care, minor guardianships, property tax assessments, and school trust funds.
- Due to a security change with the HeinOnline database, updated thousands of links within the library catalog.
- Coordinated orders and distributed biannual Wisconsin Statutes and Wisconsin Session Laws for libraries and Court.
- Provided electronic access to historic Wisconsin titles by adding links to bibliographic records.
- Compiled and bound archived Legislative Council and Legislative Reference Bureau memorandums and briefs. Updated bibliographic records, including providing links for electronic access.
- Maintained the Wisconsin Judicial Council collection and began hosting the Wisconsin Judicial Council website.
- Organized the Wisconsin Statutes Annotated superseded collection and created a finding aid for the website.

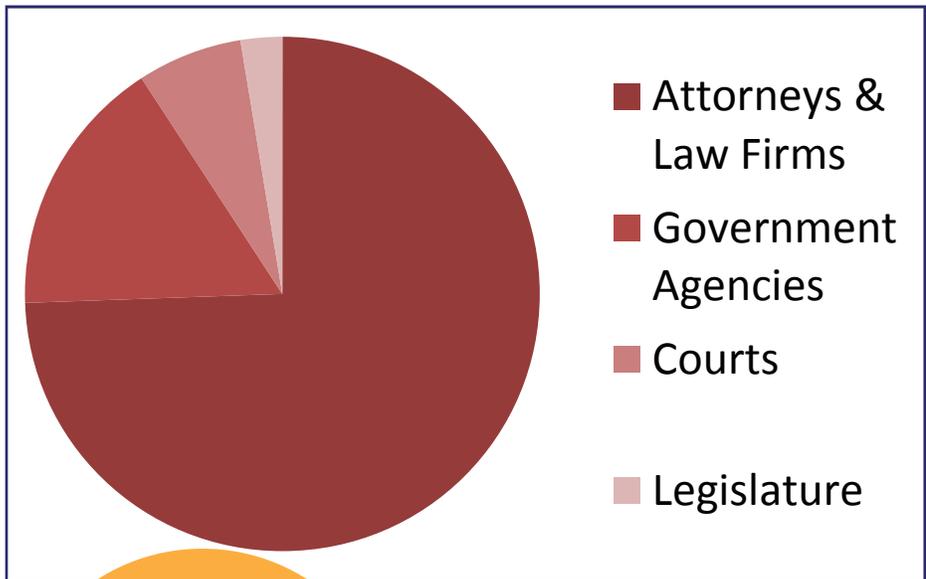


Library Card Benefits

This year we focused on streamlining our users' experience, improving response times for filling library card requests and empowering more staff to communicate with users who apply for library cards. Users checked out 4,128 books and other materials from our three libraries.

In addition to our print collection, library cardholders also have access to an extensive online collection. HeinOnline, Index to Legal Periodicals, and LLMC Digital are available to cardholders away from the library. These databases provide online access to surveys of laws, historical and current primary law, law review articles, legal news, and treatises from a variety of sources.

Library Cardholders



Popular Checkouts



Wisconsin

- Wisconsin Pleading and Practice
- Contract Law in Wisconsin
- Real Estate Transactions System
- Death in Wisconsin
- Wisconsin Jury Instructions

General

- Moore's Federal Practice
- Collier on Bankruptcy
- Nichols on Eminent Domain
- Search and Seizure
- Special Needs Trust Handbook

211
New
library card
accounts

6,291
Total
cardholders

wilawlibrary.gov/welcome

Wisconsin State Law Library
Est. 1836

State Law Library (608) 266-1600
County Law Library (414) 278-4900
Law Library (608) 266-6316



Databases & Online Access

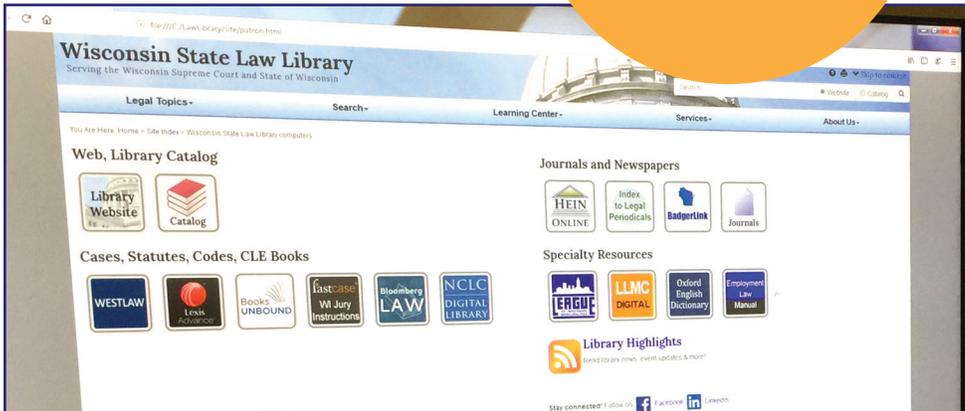
The Library's collection expands far beyond the physical titles on the shelves. We put as much care into the selection of online material and links for our website and catalog as we do for our physical collection. We truly are a library without walls. Our digital collection includes:

- Electronic resources available through our website.
- Links in our catalog to free online sources and library subscription databases.
- In-house databases such as Westlaw, Lexis, Fastcase and Books Unbound.

New Databases

- Oxford English Dictionary
- Bloomberg Law
- Access Newspaper Archive

We added new databases in 2018!



Databases Available

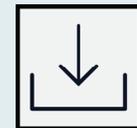
Below is a full list of databases and digital books available to our in-house users on our public access computers:

- | | |
|---|--|
| <ul style="list-style-type: none"> • Books Unbound • Employment Law Manual • Fastcase • League of Wisconsin Municipalities • Lexis Advance • National Consumer Law Center • Oxford English Dictionary • Westlaw | <p>Librarian-Access Databases</p> <ul style="list-style-type: none"> • Access Newspaper Archive • Bloomberg Law • PACER • SCCA |
|---|--|

Website

The website underwent behind-the-scenes changes this year, moving to a new web host and rolling out https secure access.

917,000 Page Visits from Google Analytics



7,200 Downloads of research guides

75% of visitors arrive via Search Engine



50% of visitors use a Mobile Device

1,950 records are in our County Legal Directory



Special Collections

The library maintains several special collections. Learn more:
<http://wilawlibrary.gov/search/specialcoll.html>

Dennis Austin, Deputy Law Librarian from 1964 to 1977, placed the following note in one of our rare books: “Keep this because it’s old and getting older.” When we think about what to retain, we ask whether someone will say in fifty years, “I’m glad they had the foresight to keep this for future generations.”

Rare Book Highlights

Oldest item

Henrici de Bracton, *De Legibus & Consuetudinibus Angliae*
Translation: *On the Laws and Customs of England* Published 1569

Title with the most editions or versions

Blackstone’s Commentaries on the Laws of England
Thirteen print editions, including the first British and first American editions

Largest item

Rotuli Parliamentorum ut et Petitiones, et Placita in Parlamento
Stands 41 cm. tall (appr. 16.5 inches)

Wisconsin Briefs

The Wisconsin Briefs collection provides access to Court of Appeals and Supreme Court Briefs and Appendices, dating back to each courts’ inception. This year 3,677 Court of Appeals and 304 Supreme Court Briefs and Appendices were received and processed by the library. The library binds all published cases and makes them available for use in the library. A long term project continues to expand online access to older Briefs dating back to 1993 and newer Briefs that have not been eFiled.

Rare Books

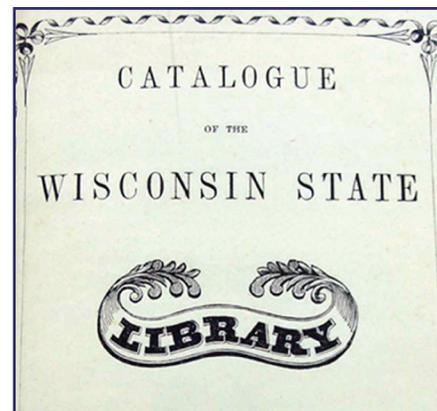
The Rare Book Collection contains more than 1,100 items spanning over four centuries and includes English, Irish, Scottish, and American law and trials.

Superseded and Other Archived Materials

Superseded copies of Wisconsin Jury instructions, Wisconsin Administrative Code replaced pages and Register, West’s Wisconsin Statutes Annotated, United States Code, and United States Code Annotated are helpful to legal researchers. The Library maintains an archive of Wisconsin Judicial Council minutes, drafts, and other materials.

Government Documents

As a selective depository for federal government documents, the Library collects government documents that complement and supplement the library’s other collections.





Partnerships

Dane County Jail

The library contracts with the Dane County Sheriff's Department to respond to requests for legal materials from jail inmates.

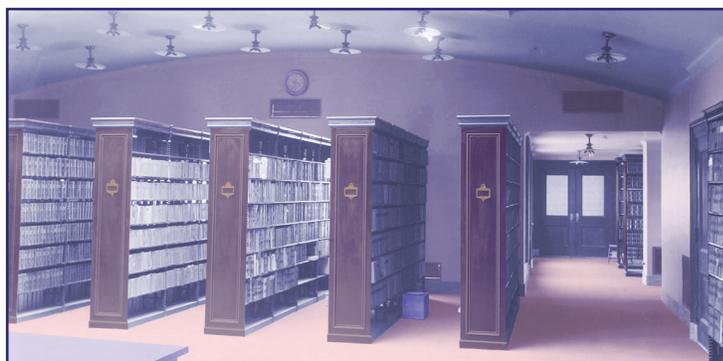
Requests are filled on a weekly basis and can include photocopies or book checkouts.

1,403
Books checked
out

Over
2,000
inmate requests
filled

InterLibrary Loan

The Wisconsin State Law Library is an OCLC member library, lending to and borrowing from libraries worldwide. When other libraries need access to our specialized collection, they make interlibrary loan requests. The library reviews interlibrary loan requests daily and maintains special working relationships with Marquette Law School's Ray and Kay Eckstein Law Library and the University of Wisconsin Law School Library.



Fourth floor East wing of Capitol Building



Madison Paralegal Program

The Library has a long-standing partnership with the Madison College Paralegal Program. Librarians are part of the Program's Advisory Board and the Library's collection serves as a resource for faculty and staff. The Dane County Law Library often hosts paralegal student interns fulfilling their practicum assignments. Staff have also presented at the Program's Lunch & Learn sessions.

Wisconsin Digital Archives

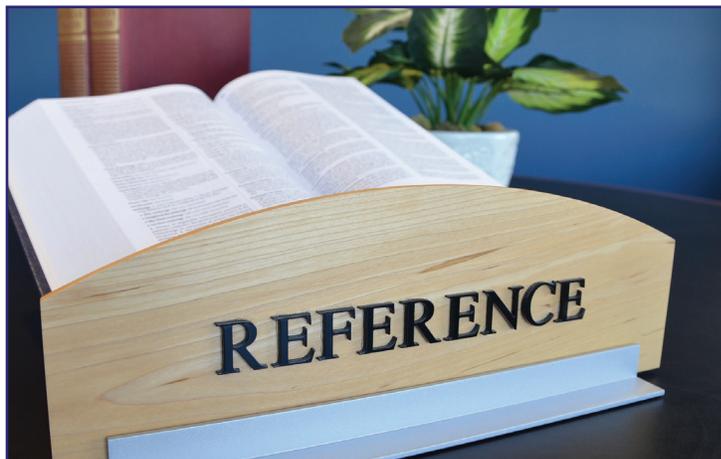
The Wisconsin State Law Library participates in the Wisconsin Digital Archives Collection, a cooperative project with state agency librarians to archive and catalog state government publications. We gather publications relevant to the Wisconsin Court System, Wisconsin Department of Justice, and other materials beneficial to our researchers.



Public Services

The library has a team of experienced librarians who provide reference and research services to users. A reference librarian is always available during open hours. The David T. Prosser Jr. Library reference desk is staffed nine hours per day and the Dane and Milwaukee County Law Library reference desks are staffed eight hours per day.

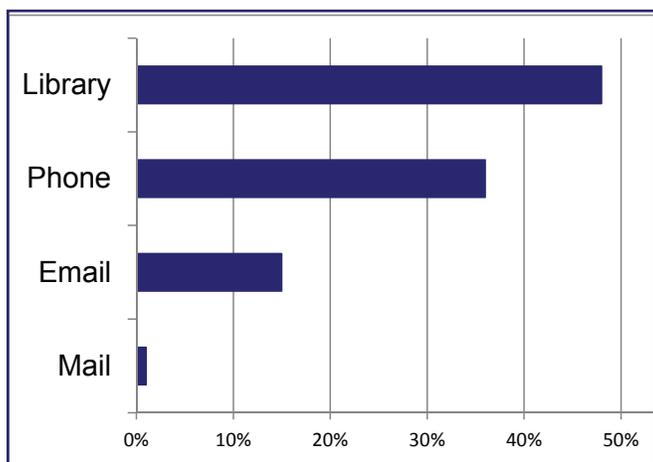
We help users in person, over the phone, and by email. Our librarians are specialists who provide reliable information from authoritative sources, often on the same day the request is made.



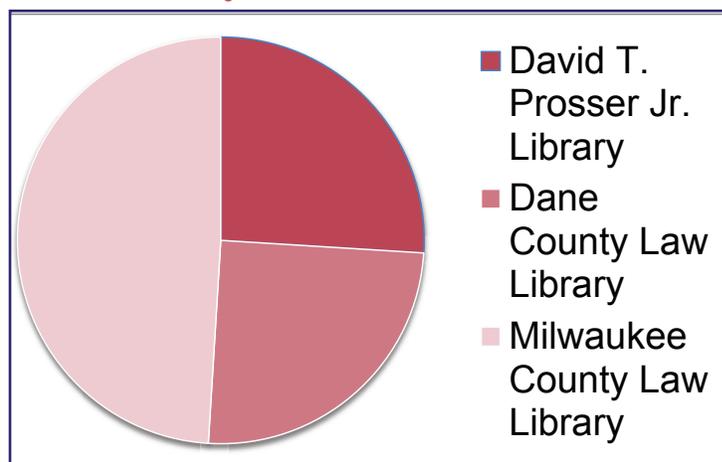
Library Staff Help

- Assist in locating and using resources related to legal research topics.
- Assist in locating and using relevant websites.
- Provide links to authoritative web-based resources on current legal topics.
<https://wilawlibrary.gov/topics/witopicindex.html>
- Provide in-library access to subscription-based electronic legal research resources.
- Suggest appropriate government agencies or other organizations as sources of additional information.
- Provide information about legal assistance organizations.
<https://wilawlibrary.gov/topics/assist.php>
- Verify citations to specific sources of legal authority.
- Provide copies of library materials through our document order service.
<https://wilawlibrary.gov/services/order.html>
- Direct to resources that will help individuals learn how to do legal research.
- Refer to other libraries when this library does not have what is needed.

How Users Contact Us



In-Library Users





At Our Libraries

The State Law Library has long standing contractual relationships with Dane and Milwaukee Counties to manage law libraries in their respective courthouses.

Both branch libraries work closely with court offices to help *pro se* users, attorneys, and legal clinics with access to legal information and court forms. The libraries have study areas, wi-fi, public computers, and copiers. Users at branch libraries have full access to the main library collection through a weekly delivery service.



Both libraries serve judges in their counties, managing and maintaining judges' research collections and making sure valuable chamber research materials are kept up-to-date.

At the Milwaukee County Law Library (MCLL), librarians work in conjunction with the Milwaukee Justice Center to provide information and services to *pro se* litigants. Staff also help users navigate obtaining proof of public benefits for use in fee waiver applications. Local attorneys and members of the public can take monthly CLE-credit classes coordinated by the MCLL and presented at the nearby Milwaukee Public Library.

The Dane County Law Library (DCLL) assists with scheduling volunteers for legal assistance clinics offered in the courthouse. Inmate requests for research and information are also handled by library staff.

After Hours Use

Wisconsin-licensed attorneys can subscribe for a fee to the David T. Prosser Jr. Library's After Hours service, which allows them to use the library before the library opens and after the library is closed.

After Hours users can access the library's collection, check out materials, and more.

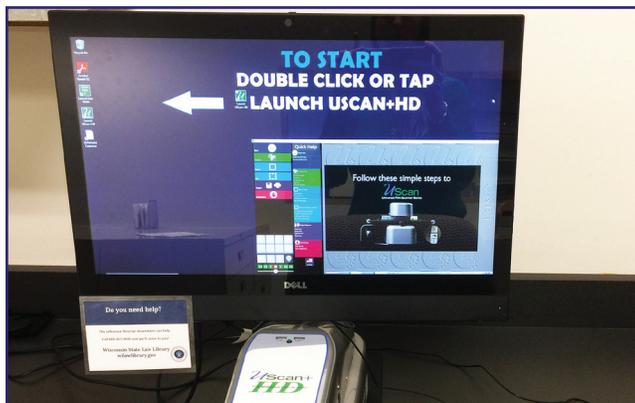
26
Users
subscribed

272
Visits after
hours

Wisconsin State Law Library
wilawlibrary.gov



At Our Libraries



Equipment

Each library provides public computers for accessing our digital collection and other legal research sources. The David T. Prosser Jr. Library offers a book scanner and microfiche scanner; all three libraries provide access to photocopiers. In 2018, the book scanner was used over 1,500 times, totaling over 25,000 pages scanned.

New Scanner

New in 2018, the Crowley touch-screen machine scans microfiche and microfilm, searches the full text of displayed pages, and allows users to zoom in and out of pages easily. Microfiche can be scanned page by page, and microfilm can be scanned using an automatic scroll feature. The software includes a wide array of cropping and editing tools to ensure the optimal image for your saved scan. This is particularly useful for legislative drafting records which often include handwritten notes that may otherwise be faint or hard to read when saved or printed.



Room Reservations

The David T. Prosser Jr. Library offers four types of reservable rooms. The computer training room seats eight at public computers, and includes an instructor computer and projector. The Rare Book Room and conference room provide meeting spaces for medium to large groups. The Rare Book Room seats up to 32 for large group instruction; a projector and instructor computer is available for use with the room. Individual user workrooms can also be reserved, or used on a first-come, first-served basis. Rooms are available for government agencies, attorneys, legal professional groups, and other users and were reserved 47 times in 2018.



Looking Back

The library offers tours and library orientations throughout the year. We hosted new Law Clerks, Summer Law Firm Associates, members of the Wisconsin Special Library Association, and members of the South Central Library System.

Librarians spoke to the Madison Area Paralegals Association, Verona Public Library users, a University of Wisconsin Law School Lawyering Skills class, and UW System College librarians. We also offered a webinar through the University of Wisconsin Madison's iSchool on providing legal research help in a non-law-library setting.

27
CLE classes
taught

National Library Week

Each year the library chooses a theme for National Library Week, which is observed the second week of April. In 2018, our theme was the Art of Law which featured tours of portraits in the library and art related research on the *The Coogan Act* and the *U.S. v. Paramount* case.

Judicial Conference

The library sends a representative each year to the Judicial Conference to staff an information table about the services we provide to judges. We also do on-the-spot research for judges and demos of different resources available through our website.

Law Day

In May 2018, the library observed the American Bar Association's Law Day, a celebration of the Rule of Law. The theme was *Separation of Powers: Framework for Freedom*. The Dane County Law Library participated in the event by hosting a free, day-long legal assistance clinic where volunteer attorneys helped dozens of visitors.



Library display at the Judicial Conference



Julie Tessmer speaks at the Verona Public Library



Looking Ahead

2018 CLE Classes

- Introduction to Westlaw
- Civil Law
- Introduction to Legislative History
- Advanced Westlaw
- Introduction to Legislative History
- New Features on Westlaw
- Wisconsin Courts Website
- Lexis Advance
- Introduction to Westlaw
- Advanced Westlaw
- Google Searching
- Introduction to Legislative History
- Introduction to Legislative History
- New Features in Westlaw
- Introduction to Legislative History
- Navigating the Federal Court Websites
- Introduction to Westlaw
- Wisconsin State Legislature Website
- Advanced Westlaw
- Google: Advanced Search Strategies
- Introduction to Legislative History
- Introduction to Legislative History
- Advanced Westlaw & Legal Ethics & Professional Responsibility Research in Westlaw
- New Features in Westlaw
- Legislative History - Advanced
- Badgerlink
- Introduction to Westlaw

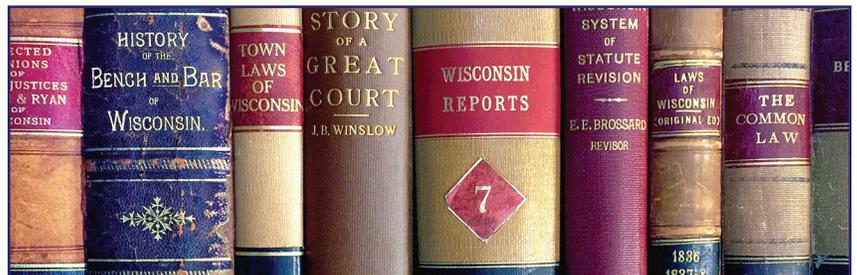
Publications

Users can keep up with what's going on at the library in a variety of ways. Our monthly newsletter, blog, and CLE class email list are all excellent ways to get research tips and learn about new research materials. Join us on social media at Facebook and LinkedIn for more ways to stay in touch.

 67
blog posts

 512
followers

 74
followers



2019 Goals

As we look forward to 2019, our focus will continue to be on providing access to reliable legal information to all of our user groups. We plan to continue to assess and evaluate both our physical collection and our online presence to ensure that our resources are relevant, accurate and comprehensive. While doing that, we also need to ensure that we are preserving Wisconsin's legal materials for generations to come.

The professional experts at our three libraries are ready to help you navigate today's and tomorrow's constantly changing legal landscape.

We invite you to visit us in person, online, or by phone or email. Also look for us in your communities as we continue to partner with libraries, legal assistance clinics, non-profit organizations and schools to help educate people about our many services. Our goal is to serve you even better in 2019!



Contact Us

(608) 267-9696
wsl.ref@wicourts.gov



Wisconsin State Law Library
wilawlibrary.gov