



# Board of Commissioners of Cook County

118 North Clark Street  
Chicago, IL

## Legislation Text

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**File #:** 17-1006, **Version:** 1

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### PROPOSED AGREEMENT

**Department(s):** Law Library

**Other Part(ies):** Law Library Microform Consortium (LLMC), Kaneohe, Hawaii

**Request:** Authorization to enter into an interagency agreement

**Good(s) or Service(s):** LLMC will digitally scan and make available via its online service LLMC-Digital, a collection of hardcopy materials, especially the Proceedings of the Cook County Board of Commissioners. CCLL seeks to convert the Proceedings into digital format to provide access to County residents and ensure the preservation of the original documents. LLMC seeks to add these materials to the corpus of materials offered to its worldwide patron base via its online service, LLMC-Digital.

**Agreement period:** One-time agreement

**Fiscal Impact:** None

**Accounts:** N/A

**Agreement Number(s):** None

**Summary/Notes:** Cook County Law Library (CCLL) will ship to LLMC and its agent NBS, in appropriately boxed condition, hardcopy materials in its collections known as the Proceedings of the Cook County Board of Commissioners and other materials as mutually agreed. CCLL will provide limited meta-data for each book and provide to LLMC the Cook County Law Library logo and an acknowledgement statement that the material was provided by Cook County Law Library. CCLL will bear the costs incurred in shipping the materials to LLMC and its agent NBS. LLMC will scan the materials to industry standards. LLMC will process the images and mount the images on LLMC-Digital. LLMC will also provide the images to CCLL upon request. Upon completion of the digitization of the Proceedings of the Cook County Board of Commissioners, LLMC agrees to include this content in its Open Access Collection providing for public access at no charge. CCLL will be recognized as the Sponsor for this program and, in exchange, offers to LLMC the right of first refusal to digitize foreign and international titles. CCLL will assist LLMC with access to these materials in order to identify materials for digitization. As part of this agreement, LLMC commits, at its own expense, to aiding in the long-term preservation of these paper blocks by shipping them to and storing them indefinitely at its own expense in its dark archive facility in salt mines at Hutchinson, Kansas. Formal ownership of these materials while in the custody of LLMC shall be retained by CCLL.