



Welcome to the Terence V. Kelly Library at the Durham Region Law Association. Our Mission is to service our members, who are in good standing with the Law Society of Ontario, in a timely fashion. The fastest means to your needs is via email. Please do not hesitate to contact the library for your reference, research or facility needs. We are here to service you.

Hours of Operation:

The Library is staffed from 8:00 a.m. to 3:30 p.m., Monday to Friday. Paid-up members have 24-hour, 7-day access to the library and lounge. Librarians are on-call in e-mail until 5 p.m.

During Covid 19, Library staff have made themselves for urgent requests over the weekend period.

Key Contacts:

[Jennie Clarke, Law Librarian / Webmaster](#)

[Lee Holstead, Law Library Technician / Webmaster / IT](#)

Facility:

The library is situated on the main floor of the Durham Region Courthouse. The lawyers' lounge features robing rooms that are adjacent to the library. Lockers are available to members and visiting lawyers: you must bring your own lock. The library has a TV/VCR and DVD facilities. Word processing and printing capabilities are available.

Collection:

Our library has a rich collection of over 2,500 titles, case reports, digests and treatises, loose-leaf services, Canadian statutes (federal and provincial), selected journals, C.L.E. materials, and government publications. The collection is listed in our OPAC and also in Infocat. These can be accessed via the LIBRARY tab on our website. Our new books are always on display.

Electronic Resources and Internet:

Online access to many references such as LexisNexis Quick law, LexisNexis Practice Guidance, DivorceMate, CanLII, Wrongful Dismissal Notice Searcher, HeinOnline, WestLaw Next Canada, and vLex are available on our computers. The Internet is available on ten computers and one laptop. You are welcome to use your own mobile device through the wireless connection. Please ask the librarians for the WiFi password.

Training on all databases is available by appointment.

Computers:

- Microsoft Office Suite
- Mozilla Firefox and Chrome
- Last Pass for free access to all databases - no password is required and will act as the intermediary at the computer.

TV/DVD/Projector:

All CPD's held in the library will be viewed via webcast on our TV and/or projector in the library. Should we reach above capacity for a CPD, presentations are held in a conference room in the courthouse.

Inter-Library Loan and Document Delivery:

Library staff will make every attempt to borrow material from other libraries via email, courier



Circulation Policy:

Using the ResourceMate database, we offer all members a library bar code for self-circulation. This process is for both check-out and check-in. Members may borrow books for one week. All members must use their library barcodes to take out books. Other items may be borrowed at the discretion of the Librarian. Interlibrary loan is available upon request. Out of town lawyers may borrow books for one day, for court purposes only, at the discretion of the Librarian.

Reference/Research:

Research is available to all members. A form is available in the members only section of the library website for research requests. Library staff will answer all questions and assist you in finding material in the library. The best way to communicate is via e-mail. Please note the library staff does not interpret the law nor provide legal advice.

Computer-Assisted Research:

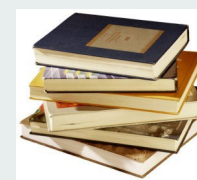
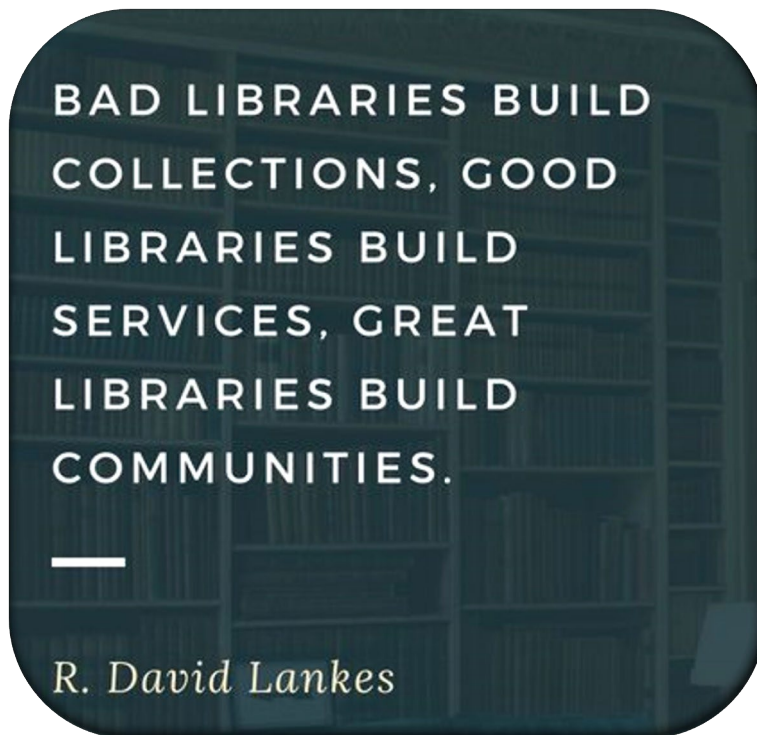
We provide a computer-assisted search service. The Librarian will help to formulate the search and will act as the intermediary at the computer.

Photocopy/FAX/Scan Service:

Photocopying and faxing are self serve, 25¢ per page. The library operates under the guidelines of the Copyright Act. Members have a four-digit PIN to print or copy and are invoiced monthly. Out-of-town counsel may print by speaking to the Library Staff.

Library Equipment for use of Members and out-of-town counsel: Photocopier, facsimile, binding machine, shredder, smartphone charging stations in the library and lounge.

Tours: Tours are available to counsel, post-secondary colleges, and universities, by appointment only.



R. David Lankes