

IN THE CIRCUIT COURT FOR MONTGOMERY COUNTY, MD
ADMINISTRATIVE ORDER
(Courthouse Library Hours)

WHEREAS, pursuant to MD Rule 16-105(b)(12) the Administrative Judge for the Circuit Court for Montgomery County, MD is responsible for the administration of the Circuit Court, including taking needed steps to ensure the internal management of the court; and

WHEREAS, having determined that clarifying the permitted use of the courthouse library, its conference rooms, and changing the library's hours of operation are needed to ensure the safety of court staff and all who utilize the courthouse library, while ensuring the library remains available for all those with a legitimate need.

IT IS, THEREFORE, this 18th day of November 2024,

ORDERED, that entry into, remaining in, and use of the Law Library for the Circuit Court for Montgomery County, MD is limited to those conducting legal research, or those using a library conference room for a meeting of two (2) or more individuals in furtherance of a legal matter; and, it is further

ORDERED, that commencing Wednesday, November 27, 2024, the hours of operation of the Law Library for the Circuit Court for Montgomery County, MD for the general public shall be Monday through Friday from 8:00 am to 4:00 pm; and, it is further

ORDERED, that commencing Wednesday, November 27, 2024, judges, senior judges, and their staff shall be permitted to have after-hours access to the library by using their court badge and, if removing any books or materials from the library, they shall sign a designated check-out list provided by the Law Librarian or send an email to mocolawlibrary@mdcourts.gov; and, it is further

ORDERED, that a library conference room shall only be used after reserving the room with the Law Librarian.



James A. Bonifant,
Administrative Judge,
Circuit Court for Montgomery County, MD