

Suggested Purchases for MN County Law Libraries

What materials should the county law library have?

County law libraries serve all types of users including lawyers, judges, students, and self-represented litigants. Therefore we recognize the importance of maintaining a balance of resources for all library users as stated by the American Association of Law Libraries as part of the [County Public Law Library Standards](#).

We recommend that county law libraries have legal resources on family law, criminal law, landlord/tenant law, debt collection, civil procedure, and probate law. These materials can be Self-Help Materials or treatises/practice guides for attorneys, depending on the needs of patron's and the library's budget.

Legal resources are available in a variety of formats, including print and electronic options. We have identified suggested electronic and print resources to choose from depending on the needs and preferences of your patrons.

What do the different collection levels on this list mean?

We have divided our recommendations by collection levels recognizing that counties have different needs and budgets. We have identified three levels:

- Collection Level A:
 - Annual revenue of less than \$20,000 and/or
 - County population of less than 20,000
- Collection Level B:
 - Annual revenue of \$20,000 - \$75,000 and/or
 - County population between 20,000 and 100,000
- Collection Level C:
 - Annual revenue of more than \$75,000 and/or
 - County population of more than 100,000

Do I need to purchase everything on this list?

The following resources are suggestions, and not an exhaustive list. Some titles might not be relevant to your library users; similarly your library may have need for subject matter not found on this list. Please contact the [State Law Library](#) for additional suggestions.

How do I keep materials up to date?

Legal materials must be kept up to date to be useful. Some titles will release new editions that can be purchased every few years. Other titles require supplementation.

Titles identified with ** next to the cost do require supplementation. The cost of supplementation is approximately 70% of the initial cost of the material. Materials may be updated by bound supplements, pocket parts (updates that are placed in the back of a bound volume), or by loose-leaf updates that replace individual pages in a resource. Updates must be done regularly to keep materials useful. We strongly recommend that you do not purchase loose-leaf materials unless you have staff available to file updates in a timely manner.

Suggested Purchases for MN County Law Libraries

Title & Publisher	Level A	Level B	Level C	Cost	Update Format
Reference Collection					
<u>Black's Law Dictionary</u> Thomson/West	X	X	X	\$89.95	
Standard English dictionary	X	X	X	\$60.00 (est.)	
Spanish legal dictionary (as needed)	X	X	X	\$35.00 (est.)	
<u>The Bluebook: a uniform system of citation</u> Harvard Law Review Or <u>ALWD Guide</u>		X	X	\$49.00 \$92.00	
Minnesota Statutes and Rules					
<i>Minnesota Statutes</i> (official)	X	X	X	Free *	
<u>Rules of Court</u> (Vol. I – State) Thomson/West	X	X	X	\$351.00	
<u>Minnesota Statutes Annotated (MSA)</u> Thomson/West			X	\$41,543.00 (new) **	Pocket parts
<i>Minnesota Rules</i> (official)	X	X	X	Free *	
Local ordinances, if not online (See Minn. Stat. §§ <u>375.52</u> , <u>415.021</u>)	X	X	X		
Online Legal Research Service					
Westlaw, Lexis, Fastcase*, etc. Note: Online legal research services are not particularly user-friendly for non-attorneys. Use of them in a county law library will typically be by attorneys. *Fastcase is available to MSBA members as part of their membership.		X	X	Negotiated	
Case Law					
Minnesota state caselaw is available on Google Scholar back to 1950; Minnesota federal caselaw is available back to 1923. There is no need to get the Northwestern Reporter in print.					

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** Titles requiring supplementation

Title & Publisher	Level A	Level B	Level C	Cost	Update Format
Minnesota Self-Help Materials					
<u>Getting a Divorce: A Basic Guide to Minnesota Law</u> Legal Services State Support	X	X	X	\$7.00	
<u>Child Support Basics</u> Legal Services State Support	X	X	X	\$7.00	
<u>Dealing with Debt</u> Legal Services State Support	X	X	X	\$7.00	
<u>Tenant's Rights in Minnesota</u> Legal Services State Support	X	X	X	\$7.00	
<u>Orders for Protection & Harassment Restraining Orders</u> Legal Services State Support	X	X	X	\$7.00	
<u>Rights and Responsibilities of Unmarried Parents</u> Legal Services State Support	X	X	X	\$7.00	
<u>The Landlord's Guide to Minnesota Law</u> HOME Line	X	X	X	\$25.00	
<u>Guardianship and Conservatorship in Minnesota</u> Minnesota Judicial Branch	X	X	X	Free	
<u>A Guide to Starting a Business in Minnesota</u> State of MN, DEED	X	X	X	Free	
<u>An Employer's Guide to Employment Law Issues in Minnesota</u> State of MN, DEED	X	X	X	Free	
General Self Help Materials					
<u>Surviving Debt</u> National Consumer Law Center	X	X	X	\$20.00	
NOLO books (New edition is published every 2-3 years)					
<u>Law Forms for Personal Use</u>	X	X	X	\$29.99	
<u>Becoming a U.S. Citizen</u>		X	X	\$31.99	
<u>Chapter 13 Bankruptcy</u>	X	X	X	\$39.99	
<u>Criminal Law Handbook</u>	X	X	X	\$39.99	
<u>Encyclopedia of Everyday Law</u>	X	X	X	\$35.99	
<u>Estate Planning Basics</u>	X	X	X	\$26.99	
<u>How to File for Chapter 7 Bankruptcy</u>	X	X	X	\$39.99	
<u>How to Get a Green Card</u>		X	X	\$39.99	

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NOLO books (New edition is published every 2-3 years)					
<u>IRAs, 401(k)s & Other Retirement Plans</u>	X	X	X	\$35.99	
<u>Neighbor Law</u>	X	X	X	\$29.99	
<u>Represent Yourself in Court</u>	X	X	X	\$39.99	
<u>Social Security, Medicare & Government Pensions</u>	X	X	X	\$29.99	
<u>Solve Your Money Troubles</u>		X	X	\$26.99	
<u>U.S. Immigration Made Easy</u>		X	X	\$44.99	
Minnesota Treatises & Practice Guides					
<u>Debtor-Creditor Handbook</u> Minnesota CLE	X	X	X	\$275.00**	Loose-leaf
<u>Drafting Wills & Trust Agreements</u> Minnesota CLE			X	\$495.00**	Loose-leaf
<u>Dunnell's Minnesota Digest</u> Lexis		X	X	\$6,318.00**	Cumulative supplements
<u>Employment Law & Practice 4th</u> Vol. 17, Minnesota Practice Series Thomson/West		X	X	\$466.00**	Pocket parts
<u>Minnesota District Court Civil Practice Deskbook</u> Minnesota CLE		X	X	\$275.00**	Loose-leaf
<u>Minnesota DWI Deskbook</u> Minnesota CLE			X	\$245.00**	Loose-leaf
<u>Minnesota Estate Administration Deskbook</u> Minnesota CLE	X	X	X	\$295.00**	Loose-leaf
<u>Family Law</u> Vol. 14, Minnesota Practice Series Thomson/West		X	X	\$676.00	New edition each year
<u>Minnesota Misdemeanors: DWI, Traffic, Criminal, and Ordinance Offenses</u> Lexis	X	X	X	\$628.00	New edition each year
<u>The Complete Lawyer's Quick Answer Book</u> Minnesota CLE	X	X	X	\$75.00	
<u>LexisNexis Practice Guide: Minnesota Criminal Law</u> Lexis		X	X	\$564.00	New edition each year

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Title & Publisher	Level A	Level B	Level C	Cost	Update Format
<u>LexisNexis Practice Guide: Minnesota Estate Planning</u> Lexis			X	\$388.00	New edition each year
<u>Minnesota Judges' Criminal Benchbook</u> Minnesota CLE		X	X	\$275.00	Looseleaf
<u>LexisNexis Practice Guide: Real Estate Litigation</u> Lexis or <u>Real Estate Law</u> Vol. 25, Minnesota Practice Series Thomson/West			X	\$505.00 \$658.00	New edition each year New edition each year
Additional titles from Minnesota Practice Series (Thomson/West) Available in print or as part of Westlaw subscription					
<u>Juvenile Law and Practice, 4th</u> (Vols. 12 & 13)			X	\$942.00**	Pocket parts
<u>Civil Practice Forms, 3d</u> (Vols. 15-16A)		X	X	\$816.00**	Pocket parts
<u>Civil Rules Annotated, 6th</u> (Vols. 1-2A)			X	\$2,692.00**	Pocket parts
<u>Appellate Rules Annotated</u> (Vol. 3)			X	\$1,217.00	New edition each year
<u>General Rules of Practice Annotated</u> (Vol. 3A)			X	\$1,217.00	New edition each year
<i>Jury Instruction Guides</i> <u>Civil</u> (Vols. 4 & 4A) <u>Criminal</u> (Vols. 10 & 10A)		X	X	\$1,100.00** \$582.00**	Pocket parts New edition each year
<u>Methods of Practice</u> (Vols. 5-6A)			X	\$1,429.00**	Cumulative supplements
<u>Criminal Law and Procedure</u> (Vols. 7-9A)			X	\$1,622.00**	Pocket parts
<u>Evidence, 4th</u> (Vol. 11)			X	\$606.00**	Pocket parts
<u>Corporation Law & Practice, 3d</u> (Vols. 18 & 19)			X	\$772.00**	Pocket parts
<u>Minnesota Business Law Deskbook</u> (Vol. 20)			X	\$1,002.00	New edition each year
<u>Trial Handbook for Minnesota Lawyers</u> (Vol. 23)			X	\$1,260.00	New edition each year
<u>Elements of an Action</u> (Vols. 28-28B)		X	X	\$1,854.00	New edition each year

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** Titles requiring supplementation

Free Brochures and Handouts

[Minnesota Attorney General's Office Pamphlets](#)

These free booklets cover topics on housing, consumer law, and more. Below is a list of popular and recommended titles. Titles marked with an asterisk are also available in Spanish. Other titles are available as space and interest warrant.

- Car Handbook*
- Conciliation Court*
- Garnishment
- Credit Handbook
- Probate & Planning
- Seniors' Legal Rights
- Managing Your Health Care
- Veterans and Service Members
- Facing Mortgage Foreclosure
- Landlords and Tenants*
- Guide for Victims of Stalking
- Rights and Resources for Victims of Domestic Abuse
- Home Buyer's Handbook
- Home Seller's Handbook
- Common Employment Issues
- Home Building and Remodeling
- Manufactured Home Parks*
- Condominium and Townhome Associations
- Debt Collection Fact Sheet
- Answering a Lawsuit

Contact Ag.replies@ag.state.mn.us to order the booklets. Let the office know you are ordering on behalf of the county law library so you can request up to 20 copies of each title.

[LawHelpMN Fact Sheets](#)

Fact sheets can be ordered as space and interest warrant. These fact sheets are also available as webpages and can easily be printed.

Other Brochures and Handouts

- Legal Assistance, Resources & Information handout for your county (from State Law Library)
- [Volunteer Lawyers Network \(VLN\)](#)
- [LawHelpMN](#)
- [Minnesota Legal Advice Online](#)
- [Minnesota Department of Public Safety](#)
 - [DWI Consequences](#)
 - [Road Back to Driving](#)
- Brochures for local legal organizations

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