

RUPERT J. SMITH LAW LIBRARY

September 8, 2023 Minutes

Present: Chairman, Michael J. Linn
Commissioner, Cathy Townsend
Jim Wilder, Trustee
Jim Walker, Trustee
Lainey Francisco Trustee
Nora Everlove, Librarian

I. MEETING CALLED TO ORDER:

II. Chairman, Michael J. Linn calls the meeting to order. The above Trustees were present at the meeting.

III. MINUTES:

Meeting Minutes for the July 2023 meeting were distributed. Trustee Walker Motions to approve the Minutes with an Amendment changing the Designation of the Secretary as an Agent for the Florida Association of Special Districts to Designating the Secretary as an Agent for Acceptance of Process. Commissioner Townsend seconds the Motion and the Motion is unanimous, carried, and approved.

MOTIONS:

Trustee Wilder Motions to approve the Financial Report. Trustee Francisco seconds the Motion and the Motion is unanimous, carried, and approved.

Trustee Walker Motions to have the Librarian draft a report in reference to, the Public Records Request that needs to be sent to the Court of County Commissioners. Commissioner Townsend seconds the Motion and the Motion is unanimous, carried, and, approved.

Trustee Walker moves to approve \$250.00 for the Librarian to purchase a membership to the Florida Association of Special Districts. Commissioner Townsend seconds the Motion and the Motions is unanimous, carried, and approved.

Commissioner Townsend Motions to approve the Amended Budget to add that the Fort Pierce facility be open a full day on Fridays and should we fall short \$25,000.00 can be shifted/pulled from the reserve account. Trustee Walker seconds the Motion and the Motion is unanimous, carried, and approved.

IV. DISCUSSION POINTS:

- Minutes from the July 14, 2023 Meeting
- Attendance Report

- Approval of Budget 2023/2024
- Financial Report
- FASD Report Request (Florida Statue 189.08(2)(a) and 189.016)
- Appointment of Trustee Lainey Francisco
- Discussion of Possible Grant from the County
- Long term Status Revenue Stream - Amendment to County Ordinance
- Future Meeting Dates:

V. NEW and OLD BUSINESS:

Financial Report:

Revenues were good last month which continues our upswing of about 4%. Expenses are down 1.5%, we should be able to maintain this through the end of the year. In August 2023, we took in approximately \$22,190.00. We are not overspending which is a plus.

Attendance:

Fort Pierce had an excellent month with approximately 5,583 patrons which is more than we had the entire calendar year in 2021. Contacts are approximately 33% up from last year. It looks like we have rebounded from the pandemic.

Amended Budget:

After discussion on the Amended Budget, the Trustees approved the Amended Budget. If we fall short it was discussed that \$25,000.00 can be shifted/pulled from the reserve account. We will also reopen the Fort Pierce facility to be open all day on Friday in which those additional hours will be added to the budget.

Special District Report Discussion:

The Librarian is unsure whether we do or do not have to file a report with the Court of County Commissioner. After discussion, it was motioned that the Librarian draft a description report in reference to 189.08 (2)(a), and present it at the next meeting.

Possible Grant from the County:

Commissioner Townsend has informed the Trustees that there is not a Grant available from the County at this time.

Long-Term Status Revenue - Amendment to County Ordinance for Criminal/Traffic Fees:

After discussion, it was requested that Commissioner Townsend request for the County Attorney to draft an Amendment to the County Ordinance for Criminal and/or Traffic Fees. The request should start with the Criminal Fees first.

Membership for Florida Association of Special Districts:

Nora asked for the Trustees to approve her \$250.00 for a membership fee to join the Florida Association of Special Districts. After discussion, the Trustees approved her request in the amount of \$250.00.

Welcoming of Lainey Francisco as Trustee:

The board welcomes Lainey Francisco as Trustee to the Board of the Rupert J. Smith Law Library.

Future Meeting Dates:

November 9, 2023 at 2:00 p.m.

January 2024 TBD

As there were no further topics the meeting was, adjourned.

Dated and signed by the following Trustees this ____ day of _____,
_____.

N/A

Chairman, Michael J. Linn

Commissioner, Cathy Townsend

Trustee, Lainey Francisco

Trustee, Jim Wilder

N/A

Trustee, Jim Walker