# RUPERT J. SMITH LAW LIBRARY
## May 17, 2019 Minutes

**Present:**
Chairman, Michael J. Linn
Commissioner, Linda Bartz
James Walker, Trustee
Donna DeMarchi, Trustee
Nora Everlove, Librarian

I. **MEETING CALLED TO ORDER:**

II. Chairman, Michael J. Linn calls the meeting to order. Above Trustees present at meeting.

III. **MINUTES:**
Minutes for the April, 2019 meeting were distributed to the Trustee's for review.

**MOTIONS:**
Commissioner, Bartz moves to approve the meeting minutes for April, 2019. Trustee, Walker seconds the Motion, the Motion is unanimously carried and approved. .

Trustee, Walker Motions to approve the Librarian's Attendance and Financial Report. Trustee, DeMarchi seconds the Motion and the Motion is unanimously carried, and approved.

Trustee, Walker Motions to elect TCPalm to serve for publication Notices due to Stat. 189.015. Trustee, DeMarchi seconds the Motion and the Motion is unanimously carried and approved.

Trustee, Walker Motions moves for the adoption of the Resolution for Agenda Packet. Trustee, DeMarchi seconds the Motion and the Motion is unanimously carried and approved.

Trustee, Walker Motions to table discussion on the Library Pamphlet to add additional languages. Trustee, DeMarchi seconds the Motion and the Motion is unanimously carried and approved.

Trustee, Walker moves to Amend the Long Range Plan by incorporating the librarian's Space Study Plan of 5/12/2019. Trustee DeMarchi seconds the Motion and the Motion is unanimously carried and approved.

IV. **DISCUSSION POINTS:**
Minutes
Attendance
Librarian's Financial Report

Publication
Cost Comparison - Online/Books (print) Amend
Long Range Plan/Space Study
Library Pamphlet
Agenda Packet
Upcoming Meeting Dates

## V. NEW/OLD BUSINESS:

**Librarian - Financial Report/Attendance**
Nora indicates it was a great April. Revenues stand at about $36,000.00
Finances seem to be the getting a little better.

**Publication - TCPalm**
Publication will remain with TCPalm and not in the Hometown News. This change
is due to Stat. 189.015:

189.015 Meetings; notice; required reports.—

(1) The governing body of each special district shall file quarterly,
semiannually, or annually a schedule of its regular meetings with the local
governing authority or authorities. The schedule shall include the date, time,
and location of each scheduled meeting. The schedule shall be published
quarterly, semiannually, or annually in a newspaper of general paid circulation
in the manner required in this subsection. The governing body of an
independent special district shall advertise the day, time, place, and purpose
of any meeting other than a regular meeting or any recessed and reconvened
meeting of the governing body, at least 7 days before such meeting, in a
newspaper of general paid circulation in the county or counties in which the
special district is located, unless a bona fide emergency situation exists, in
which case a meeting to deal with the emergency may be held as necessary,
with reasonable notice, so long as it is subsequently ratified by the governing
body. No approval of the annual budget shall be granted at an emergency
meeting. The advertisement shall be placed in that portion of the newspaper
where legal notices and classified advertisements appear. The advertisement
shall appear in a newspaper that is published at least 5 days a week, unless the
only newspaper in the county is published fewer than 5 days a week. The
newspaper selected must be one of general interest and readership in the
community and not one of limited subject matter, pursuant to chapter 50. Any
other provision of law to the contrary notwithstanding, and except in the case
of emergency meetings, water management districts may provide reasonable
notice of public meetings held to evaluate responses to solicitations issued by
the water management district, by publication in a newspaper of general paid
circulation in the county where the principal office of the water management
district is located, or in the county or counties where the public work will be
performed, no less than 7 days before such meeting.

(2) All meetings of the governing body of the special district shall be open to the public and governed by the provisions of chapter 286.

(3) Meetings of the governing body of the special district shall be held in a public building when available within the district, in a county courthouse of a county in which the district is located, or in a building in the county accessible to the public.

### Cost Comparison:
Nora will prepare a cost comparison for Online/Print Books

### Space Study:
Trustee, Walker moves to facilitate discussion to Amend the Long Range Plan by incorporating the librarian's Space Study Plan of 5/12/2019. Trustee DeMarchi seconds the Motion and the Motion is unanimously carried and approved. A rough draft layout will be prepared to show change or removing bookcases, tables replaced in main conference room. Review the correspondence sent to the County.

### Library Pamphlet:
A Trifold Pamphlet was prepared by Nora and distributed at the Law Day Reception. A gentleman approached Nora at the reception and requested the pamphlet be printed in Spanish as well as English. Discussion to change the pamphlet to include other languages (Spanish, Creole...) will be tabled and discussed at the next meeting. Nora will reach out to a County Court Interpreter to see if they can assist with the translation.

### Agenda Packet:
Trustee, Walker Motions moves for the adoption of the Resolution for Agenda Packet. Deliver of the Agenda Packet will be available to the Trustee's prior to the upcoming meeting. The Agenda should also be place in a public domain and/or the Library's website.

### Meeting Dates:
Discussion on Meeting dates and times (quarterly or every other month) will be tabled and discussed at the next meeting. The next scheduled meetings are as follows:
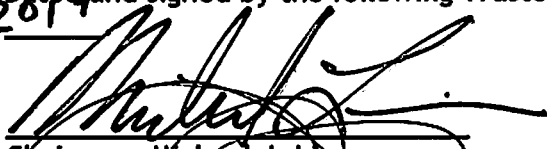    June 14, 2019 at 2:00 p.m.
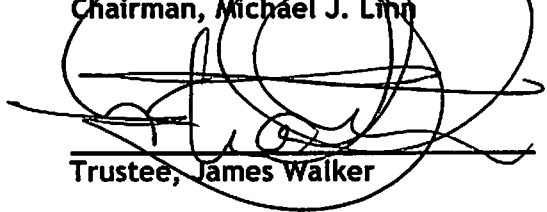    July 12, 2019 at 2:00 p.m.
    August TBD

As there were no further topics the meeting was adjourned.

Dated and signed by the following Trustees this 14th day of June, 2014

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Chairman, Michael J. Linn

_____
Commissioner, Linda Bartz

_____
Trustee, James Walker

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Trustee, Donna DeMarchi