

RUPERT J. SMITH LAW LIBRARY

November 9, 2023 Minutes

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

I. MEETING CALLED TO ORDER:

II. Commissioner, Cathy Townsend calls the meeting to order. The above Trustees were present at the meeting.

III. MINUTES:

Meeting Minutes for the September 2023 meeting were distributed. Trustee Walker Motions to approve the Minutes. Trustee Francisco seconds the Motion and the Motion is unanimous, carried, and approved.

IV. MOTIONS:

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

Trustee Walker Motions to approve the Librarian's Report. Trustee Francisco seconds the Motion and the Motion is unanimous, carried, and approved.

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

Trustee Walker Motions to table the Amendment for the County Ordinance for Criminal and Traffic Fees. Trustee Francisco seconds the Motion and the Motion is unanimous, carried, and approved.

Trustee Walker Motions to have Chairman Linn meet with Clerk Miller to discuss the procedures of the Law library and Policy on Filing Packets, informing her that the Law Library does not help fill out forms nor are they in a position to offer Legal Advice. Trustee Francisco seconds the Motion and the Motions is unanimous, carried, and approved.

V. DISCUSSION POINTS:

- Minutes from the September, 2023 Meeting
- Attendance Report

- Christine Scott - Patron addresses her concerns with the Law Library
- Public Records Request policy - Tabled
- Amendment of County Ordinance - Tabled
- Policy on Filing Packets and the Law Library's position - Tabled
- Accessing the Law Library After Hours - Sheriff's Department
- Future Meeting Dates:

V. NEW and OLD BUSINESS:

Attendance:

Attendance at the Library has been great. This could be because of the increase of Live CLE Programs which bring in more Patrons/Attorneys. Overall it was a great month.

Public Records Request:

It was asked that the Librarian come up with a proposed policy including what the fees would be for a Public Records Request. This topic is tabled to the next meeting.

County Ordinance Amendment:

Tabled to the next meeting

Law Library's Policy for Filing Packets with the Clerk's Office:

Trustee Walker Motioned to have Chairman Linn to meet with Michelle Miller, Clerk of Court to discuss the policy for filing packets and to also inform her that at no time are the Library employees allowed to help fill out paperwork nor give any kind of legal advice to patrons.

After Hours Access to the Library:

This is a matter for the Sheriff's Department. The Law Library is a "tenant" of the County building. The policy that is in effect for Attorney's entering after hours was established by the Sheriff's Department.

Christine Scott:

Christine Scott addressed the Board with her concerns and requests. including but not limited to: After hours policy for Patrons, Public Records Requests, her thoughts in reference to the library moving to a new location "Public Campus"...

Future Meeting Dates:

January 6, 2024 at 2:00 p.m.

March 5, 2024 at 2:00 p.m.

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

Dated and signed by the following Trustees this ____ day of

_____, _____.

Chairman, Michael J. Linn

Commissioner, Cathy Townsend

Trustee, Lainey Francisco

Trustee, Jim Walker