

RUPERT J. SMITH LAW LIBRARY
January 12, 2018 Minutes

Present: Chairman, Charles A. Schwab
Commissioner, Linda Bartz
James Wilder, Trustee
James Walker, Trustee
Nora Everlove, Librarian
Gale Knowles, Secretary

I. MEETING CALLED TO ORDER:

II. Chairman Charles A. Schwab calls the meeting to order. Above Trustees present at meeting.

III. MINUTES:

Minutes for the December, 2017 meeting were distributed to the Trustee's for review.

MOTIONS:

Trustee, Walker Motions to approve the meeting minutes for December, 2017. Trustee, Wilder requests an amendment to the 24 hour access to South County. Trustee Walker accepts friendly amendment and moves to amend pursuant to Trustee Wilder's request. Commissioner Bartz seconds the Motion, the Motion is unanimously carried and approved.

Trustee, Walker moves to approve the December Financials, Commissioner, Bartz seconds the Motion and the Motion is unanimously carried and approved

Trustee, Wilder, Motions to approve funding in the amount of \$1,199.00 for an AED for South County. Trustee, Walker, does not agree with the Motion. After discussion Chairman, Schwab gives his second and Trustee, Bartz supports the Motion and the Motion carries.

IV. DISCUSSION POINTS:

Minutes

Attendance

Library Rules/Policy/Procedures

Librarian's Report and December Financials

Insurance Coverage Quote

AED for South County

New Leases for Copy Machines

Disposition of Books at Logistic Center

South County Access Card Status Report

Plaque for Johnathan (Trustee Walker)

Letter to Tipton - Grants (tabled to next meeting)

Chuck Ray/Donna DeMarchi - Johnathan's position

Proposed Letter Cleaver Hayling (Chairman Schwab)
Scheduled Meetings

V. OLD BUSINESS:

Librarian - Financial Report/ Revenues and Expenses and Amended Report:
Tabled to next meeting

Insurance Coverage Quote:

Chairman Schwab informs Trustees that our 2018 insurance coverage for the library has been reduced from \$400,000.00 to \$300,000.00

AED for South County:

Trustee, Wilder, is requesting a Motion to approve the amount of \$1,199.00 for an AED for South County. He states that we do not have quick access to the main libraries and would cause a safety issue. Trustee, Walker, does not agree with the Motion due to the budget restrictions and feels there has to be another way that we can coordinate something with the main library to have access to their AED.. After discussion, Chairman, Schwab gives his second and Trustee, Bartz supports the Motion and the Motion carries.

24 Hour Access to South County/Rosser Road:

At the next Port St. Lucie Bar meeting Nora will bring a sign-up sheet for Attorneys to request access cards.

Photo Copiers:

Nora states that we have signed a new lease contract and this should help save the library money.

Letter to Mr. Tipton - Grants/Funding:

Chairman, Schwab, will have an outline for the next meeting. He thinks possibly a presentation to Mr. Tipton may be another option.

Disposition of Books at Logistic Center:

Trustees will look to see if there are any other entities that would want the books that are located in the logistic center. If we can donate that would be great rather than having to dispose of them.

Charles Ray/Donna DeMarchi:

Chuck was asked to fill the position on the board of Trustees for the Library. Trustee, Walker states he is taking it under consideration and will follow up with him before the next meeting. Donna DeMarchi may also be a candidate for Johnathan's position.

Plaque for Johnathan Ferguson:

Trustee, Walker will take care of this and is tabled until next meeting

VI. NEW BUSINESS

Attendance:

Nora states not a very big December due to the Holidays but shows we are historically high since 2011. South County is slowly building their attendance.

Librarian - Financial Report/ Revenues and Expenses

Nora presents December's Financials (end of 1st quarter). Revenues are \$350,000.00. Nora states revenues have been declining since 2010. The estimated reserves for 2018 show a budgeted shortfall in the amount of approximately \$80,000.00. Trustee, Walker moves to approve the December Financials, Commissioner, Bartz, seconds the Motion and the Motion is unanimously carried and approved.

Nora also discusses the breakdown of costs to set up South County and informs the Trustees that we spent approximately \$15,000.00 under budget.

Library Rules/Policy and Procedures:

Nora states that the Library's Rules/Policy and Procedures are posted in both libraries.

Cleaver Hayling:

Chairman Schwab will handle drafting a letter to Mr. Hayling for the next meeting.

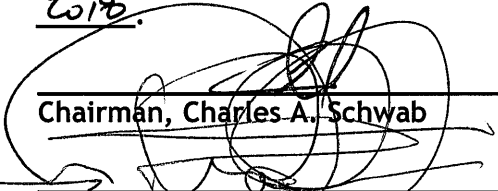
Scheduled Meetings:

The next scheduled Law Library Meetings are as follows:

- April 13, 2018 at 3:30 p.m.
- May 11, 2018 at 3:30 p.m.
- June 15, 2018 at 3:30 p.m.

As there were no further topics the meeting was adjourned.

Dated and signed by the following Trustees this 9 day of MARCH, 2018.



Chairman, Charles A. Schwab



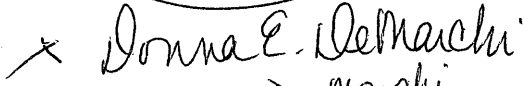
Trustee, James Walker



Trustee, James Wilder



Commissioner, Linda Bartz

x 
Donna E. DeMarchi