

RUPERT J. SMITH LAW LIBRARY

September 9, 2022 Minutes

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

I. MEETING CALLED TO ORDER:

II. Chairman Michael Linn calls the meeting to order. Above Trustees present at the meeting, Chairman, Linn will be late.

III. MINUTES:

Meeting Minutes for the August 2022 meeting were distributed to the Trustees in advance. Trustee Wilder Motions to approve the Minutes. Commissioner Townsend seconds the Motion and the Motion is unanimous, carried, and approved.

MOTIONS:

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

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

Trustee Walker Motions to approve the Budget for 2023. Commissioner Townsend seconds the Motion and the Motion is unanimous, carried, and approved.

IV. DISCUSSION POINTS:

- Minutes
- Financial Reports
- Attendance Report -
- Budget -
- Friendly Passages - Tabled
- Construction Update
- Special Consideration for After Hours Access Cards for Attorneys
- Upcoming Meeting Dates

V. NEW and OLD BUSINESS:

Financial Report:

The financial report was emailed to the Trustees in advance. A motion was brought forth to approve. The financial report was approved.

Attendance:

The Fort Pierce facility attendance is up overall. CLE requests have gone down a bit but emails and phones are still coming in strong. The Rosser facility had more Pro Se Patrons this month and they also assist with answering emails and taking phone calls. A motion was brought forth to approve. The attendance report was approved.

Budget:

There were concerns about the reduced revenue streams. Traffic Tickets are down substantially and the reduction was not pandemic related but overall trend lines suggested they were, in fact, going down prior to the pandemic. So all discussion is mute and leaves the proposed Budget to include the change of hours at the Rosser Facility, with the opportunity to revisit at a later date if needed. A motion was brought forth to approve. The budget was approved.

Friendly Passages

Tabled to next meeting to discuss the mailing out "consent contracts".

Construction Update:

Construction has been completed. Nora is happy with how fast they completed the work and how everything turned out. Commissioner Townsend was not pleased with the entrance so is going to discuss with facilities to see about making changes. Equipment and other supplies are coming in a little at a time. Nora will let us know the status when everything has been shipped and is in place at the next meeting.

Special Consideration - After Hours Access Cards for Attorneys

There were issues with Nora being allowed to give Attorneys after hours key cards to get into the library. She was told it was not allowed. Commissioner Townsend is going to call Lt. Wes Harbin of Court Security to see if we can all get on the same page again and come up with an agreement for the attorneys to have access again. Attorneys who have previously been granted access still have access.

Future Meeting Dates:

January 13, 2022 at 2:00 p.m.
March - TBD
April - TBD

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, Wendy Diaz

Trustee, Jim Wilder

Trustee, Jim Walker

Trustee, John Madden, Jr.