

# RUPERT J. SMITH LAW LIBRARY

January 10, 2025, Meeting Minutes

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**Present:** Commissioner, Cathy Townsend  
Jim Wilder, Trustee  
Jim Walker, Trustee  
Alexandre Nelson, (Sitting in for Wendy Diaz)  
Nora Everlove, Librarian  
Sgt. Ronald Messina (Court Security)  
Maritza Stonebraker for J. Gaines (Accountant for RJSLL)

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**I. MEETING CALLED TO ORDER:**

**II.** Chairman, Michael J. Linn not present. Commissioner Townsend calls the meeting to order. The above Trustees were present at the meeting.

**III. MINUTES:**

Meeting Minutes for the October 2024 meeting was distributed. A Motion was brought forth and the Motion is unanimous, carried, and approved.

**MOTIONS:**

Motion was made to defer the Financial Report to the next meeting.

Motion was made to approved Attendance Report. Motion passed unanimously. Motion was made to table Resolution 2024-2 (Resolution Setting Out Policy for After Hours Access) with amendment to remove Court Security's Responsibility to distribute the access cards. Motion passed unanimously.

**IV. DISCUSSION POINTS:**

- Chair called for Public Comment - No Comment
- Minutes from the October 2024 Meeting
- Attendance Report
- Financial Report
- After Hour Access - Resolution Setting Out Policy
- Board Members Discussion - Matters not on Agenda
- Future Meeting Dates:

V. **NEW and OLD BUSINESS:**

**Librarian Report:**

Nora met with Court Administration in reference to putting questions on the Court's website for Pro-Se Litigants to help them get through the system and answer any questions they may have when it comes to filing and how the Court runs. Both Nora and Patty had great suggestions, and this will help bring both the Library and the Court together. Nora will also reach out to the Clerk of Court in hopes to get all three of us on the same page of working together.

Nora has indicated there is a new CLE Program "Quick CLE Movies" these are short tapes for Attorneys and/or patrons to come in and watch that may help with questions they have about Court; how certain cases are handled and general information that may help both.

January Bar meeting consisted of 25 members that appeared. The meeting was about Program on Artificial Intelligence, alternatives for smaller law firms. The meeting went very well.

The holiday party was also a success, more people attended this year. Hoping next year we have an even better response.

CLE advertising through the Commissioner and the Bar may help the library grow "Bring Awareness" to patrons and attorneys that have no idea about the library and what we do.

Motion was made to approve the Librarian's Report.

**Financial Report:**

Motion was made to defer the Financial Report to the next meeting when the final figures are in place.

**Attendance:**

December showed 585 contacts which were a mix of phone calls, attendance and CLE programs. Nora is going to contact the Clerk of Court to see if they can include the library with their holiday closing schedule. Just to make sure the library is closed/open the same days as the Clerk's Office. Motion was made to approve the Attendance Report.

**After Hours Access Adopted Resolution:**

Motion was made to table until the March meeting.

**Board Members Discussion - Matters not on Agenda:**

Trustee Walker inquired about the status of the new Judicial Campus plans. Commissioner Townsend responded stating they should be starting on the plans in June or July 2025. Still no approximate completion date.

Commissioner Townsend will be doing a show on Inside St Lucie and she wants to talk about the Law Library and would like Nora to attend. This will bring awareness to the community on what the Law Library is all about.

Alexander Nelson needs to be appointed as a Trustee in place of Wendy Diaz. This is done by the Bar. Lainey will look into this.

**Future Meeting Dates:**

March 7, 2025, at 2:00 p.m.

May 2, 2025, at 2:00 p.m.

July 11, 2025, 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 \_\_\_\_\_,  
\_\_\_\_\_.

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Commissioner, Cathy Townsend

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Trustee, Lainey Francisco

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Trustee, Jim Wilder

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Trustee, Jim Walker