

RUPERT J. SMITH LAW LIBRARY

November 12, 2021 Minutes

Present: Chairman, Michael J. Linn
Commissioner Cathy Townsend
James Wilder, Trustee
Wendy Diaz, Trustee
Jennifer, Law Library Staff Member
Jim Walker, Member of the Public

I. MEETING CALLED TO ORDER:

II. Chairman Linn calls the meeting to order. Chairman Linn welcomes Wendy Diaz to the board as a Trustee. Above Trustees present at meeting.

III. MINUTES:

Meeting Minutes were, distributed to the Trustee's for review.

MOTIONS:

Commissioner Townsend, Motions to approve the meeting minutes for the November 2021. Trustee Wilder, seconds the Motion and the Motion is unanimously carried, and approved.

Commissioner Townsend, Motions to approve the Librarian's Financial Report. Trustee Wilder, seconds the Motion and the Motion is unanimously carried, and approved.

Commissioner Townsend, Motions to approve the Attendance Report. Trustee Diaz, seconds the Motion and the Motion is unanimously carried, and approved.

Commissioner Townsend, Motions to approve the Annual Budget as to raises only. Trustee Wilder, seconds the Motion and the Motion is unanimously carried, and approved. Modification of the budget format is, tabled until the next meeting.

IV. DISCUSSION POINTS:

Minutes

Attendance

Unaudited Librarian Financial Report

Annual Budget

Special House Bill

Long Range Plan

Meeting with Danny Retherford - Plans for buildout of Library

Video Conference Training for Staff and Pro-Se Patrons

Standards for Law Library Print Collection

Future Meeting Dates

V. OLD BUSINESS:

Librarian Report:

Librarian Report was, approved.

Attendance:

Attendance Report was, approved.

Special House Bill:

The Special House Bill was, submitted to the House and was, passed. Waiting for the Governor to sign. This should take a couple of weeks. Once the Bill is, signed, it will give Mr. Walker the opportunity to become a Trustee again.

Signage Proposal:

Discussion on this matter resulted in, Trustee Walker, Motioning to approve the sign option with the wooden version of the Florida State Seal, Lady Justice and thick font. This motion is, approved with a 4-1 vote.

Long Range Plan:

Tabled to next meeting

Plans for Library Upgrade/Buildout:

Nora and Jennifer met with Danny Retherford to discuss the possibilities for the buildout of the Fort Pierce facility. Danny Retherford is, onboard with the remodel/update and will put some plans together. He will also talk with Jennifer Hill in reference to additional funding. The library was, already approved for \$22,000.00. It is unsure how much the cost would be but the County has a reserve fund and any request made would have to be, approved by BOCC.

Video Conference Training:

Training on how to use the libraries new technology for staff and pro-se patrons. Nora and Trustee Wilder have been working together to prepare a training for the library staff. Discussion on this is, tabled to the next meeting.

Standards for Law Library Print Collection:

This needs updating, most collections do not have to be in print form and some are even outdated. It is requested that Nora take a look at the Standards and prepare a list of what resources will have to remain in print and which can be accessible online. Discussion is, tabled to the next meeting.

Meeting Dates:

January 7, 2022 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, James Wilder

Trustee, Wendy Diaz