

RUPERT J. SMITH LAW LIBRARY

July 23, 2021 Minutes

Present: Chairman, Michael J. Linn Commissioner, Cathy
Townsend James Wilder, Trustee
Nora Everlove, Librarian
Jim Walker Member of the Public
Ian Osking Member of the Public

I. MEETING CALLED TO ORDER:

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

III. MINUTES:

Minutes for the last regular meeting of the Trustees were distributed and approved by all.

MOTIONS:

Trustee Wilder motions to approve the meeting minutes from the last regular meeting. Commissioner Townsend, seconds the motion and the motion is unanimously carried and approved.

Trustee Wilder motions to accept the Librarian's Financial Report. Commissioner Townsend seconds the motion and the motion is unanimously carried and approved.

Commissioner Townsend motions to approve the Attendance Report. Trustee Wilder seconds the motion and the motion is unanimously carried and approved.

Commissioner Townsend moves to direct preparation of a rough draft of a long range plan by Nora. Trustee Wilder seconds the motion and the motion is unanimously carried and approved.

Trustee Wilder moves to approve the proposed approve Special House Bill to be sent to Tallahassee. Commissioner Townsend seconds the motion and the motion is unanimously carried and approved.

IV. DISCUSSION POINTS:

- Minutes
- Unaudited Preliminary Financial Reports
- Attendance Report
- Construction Plan Architect- Build Out - tabled
- Proposed Budget - Approved as to Raises
- Amendment for Long Range Plan - tabled
- \$18,000.000 Grant - table
- CLE Instructor
- Discussion of Upcoming Meeting Dates:

V. NEW BUSINESS:

Librarians Report - Unaudited Preliminary Financial Reports

Nora has indicated it was a good month. We spent under \$30,000.00. As of June there is only a 5% less of what we had budgeted. The libraries expenditures are approximatley \$6,000.00 less. Trustee Wilder motioned to have the Financial Report approved. Commissioner Townsend second the motion and the motion was approved by all.

Attendance:

Nora states it was not a good month for either County. Hoping usage of the Law Library will start to pick up.

CLE Clinics:

Nora has indicated that no instructor has been assigned

VI. OLD BUSINESS:

Construction Plan - Build Out:

Still looking to see if the County can help or do we need to hire and Architect. Tabled to August meeting.

Budget Proposal:

Nora requested an increase in the amount of \$1.00 per hour for the library pay and also for a \$50.00 monthly increase for the Secretary was approved by all. As to the Port St Lucie Facility's increased hours and the hiring of a "technical librarian" to assist patrons both of these requests have been stricken and will be revisited in the future.

Long Range Plan:

Trustee's agreed to table this to the August meeting.

Special House Bill:

The Trustee's have agreed to the Proposed Special House Bill and now it should be sent to Tallahassee for approval. Hopefully we will know something by the August meeting.

Video Conferencing Training:

Discussion about YouTube Training Video has been tabled to the August meeting

Meeting Dates:

Discussion on Meeting dates and times (quarterly or every other month) will be, tabled and discussed at the next meeting. The next scheduled meetings are as follows:

August 20, 2021

September 10, 2021

October 1, 2021

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

Dated and signed by the following Trustees this 20th day of August, 2021.



Chairman, Michael J. Linn

Commissioner, Cathy Townsend

Trustee, James Wilder

*Judge Michael Linn signing for all Trustees