

RUPERT J. SMITH LAW LIBRARY

September, 2016 Minutes

Present: Charles A. Schwab, Chairman
James T. Walker, Esquire, Trustee
James Wilder, Trustee
Johnathan Ferguson, Trustee
Paula Lewis, Trustee
Nora Everlove, Librarian

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 August meeting were presented for review and approved.

MOTIONS:

Trustee Lewis moves for Motion to approve minutes, Trustee Ferguson seconds the Motion and the Motion is unanimously carried and approved.

A Motion was brought forth to approved the Librarian's Report including Financial Report. The Motion is unanimously carried and approved.

Trustee Ferguson moves for Motion to approve reimbursement to the Secretary for payment of the Records Retention Course in the amount of \$90.00. Trustee Wilder seconds the Motion and it is unanimously carried and approved.

A Motion was brought forth to approve the 2016/2017 budget. The Motion is unanimously carried and approved.

A Motion was brought forth to approve the new hours of the Law Library. The Motion was unanimously carried and approved.

Trustee Wilder moves for Motion be approved for Trustee Lewis to convey/request from the County an assigned parking space for the library employees. Trustee Ferguson seconds the Motion and it is unanimously carried and approved.

IV. DISCUSSION POINTS:

Minutes

Attendance Statistics

Financial Report

Secretary to attend Records Retention Seminar

Possible Cuts in Library Hours

Dedicated Parking Spot

Budget 2016/2017

V. NEW BUSINESS

Most Recent Attendance Statistics

Nora reports "good news" attendance count 531 people, best August we have ever had. There was also a successful CLE training on technology program.

Librarian Report including Financial Report

Nora handed out a copy of the unaudited preliminary report to the Trustees for review. Budget numbers for last month shows August was a bad month in terms of revenues, shows below \$22,000.00. Motion to approve Librarian Report and Financial Report is approved

Records Retention Seminar

Secretary Gale Knowles will be attending the Records Retention Seminar at Indian River State College. She is requesting reimbursement of the \$90.00 fee. Trustee Ferguson moves to approve the request to be reimbursed, Trustee Wilder seconds the Motion and it is unanimously carried.

Possible Cuts in the Libraries Hours of Operation

Discussion on possible cuts in the libraries hours was discussed and a Motion was brought forth and approved.

Dedicated Parking Space

It has been requested that we convey to the County a requested parking space for Library employees. Trustee Lewis will convey/request the message and get back to us at the next meeting. Trustee Wilder suggested a Motion be brought forth to convey/request an assigned parking space for the library employees. Trustee Ferguson seconds the Motion and it is unanimously carried.

VI. OLD BUSINESS:

Proposed Budget 2016/2017

The proposed 2016/2017 budget was discussed and approved.

As there were no further topics the meeting was adjourned.

Dated and signed by the following Trustees this 9th day of December, 2016

Chairman, Charles Schwab

Trustee, James Walker, Esquire

Trustee, James Wilder

Trustee, Paula Lewis

Trustee, Johnathan Ferguson