

**RUPERT J. SMITH LAW LIBRARY**  
**October 13, 2017 Minutes**

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**Present:** Chairman, Charles A. Schwab  
Commissioner, Linda Bartz  
James Wilder, Trustee  
Johnathan Ferguson, Trustee  
Nora Everlove, Librarian

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**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 September 15, 2017 meeting were distributed to the Trustee's for review.

**MOTIONS:**

Trustee, Wilder Motions to approve the meeting minutes for September 15, 2017, with the amendment as to the Motion to adopt budget as proposed was not unanimously carried it should now read the Motion to adopt budget as proposed is carried and approved with on dissent. Chairman, Schwab seconds the Motion, the Motion is unanimously carried and approved. Handwritten changes were made.

Trustee, Ferguson Motions to adjust Law Library Hours in Fort Pierce as proposed by Nora and schedule new hours at the South County Library also proposed by Nora. Trustee, Wilder seconds the Motion and the Motion carries, noting Chairman Schwab abstains due to Trustee Walker not being present and knowing his position when it comes to the minutes:

- Fort Pierce Location - Monday through Thursday: 9:00 a.m. to 5:00 p.m.  
Friday: 9:00 a.m. to 4:30 p.m.  
Closed Saturday and Sunday
- South County - TBD by Librarian approximately 20 hours per week. This includes being open Saturday from 10:00 a.m. to 2:00 p.m.

**IV. DISCUSSION POINTS:**

Minutes  
Attendance  
Financial Report  
South County Library  
Law Library Hours  
Security Issues  
Request Funding from County - Mr. Tipton  
COSA  
Moving to South County - Inmate Request

## Scheduled Meetings

### V. NEW BUSINESS

#### **Attendance:**

Nora states we had a slow month possibly due to Hurricane Irma.

#### **Librarian - Financial Report/ Revenues and Expenses:**

Nora states revenues show approximately \$21,000.00. September is a "double" month. Revenues predicted for the end of the year will show in October's report in which Nora believes another \$20,000.00 or so will be added. Expenditures will also be back loaded and we probably won't have those numbers until the end of November.

Nora states it looks like we are breaking even but we will still owe the MOU for South County which will show in the 2017/2018 year.

#### **COSA Presentation:**

Nora and a staff member will be speaking again at the next COSA meeting they are doing an outreach to talk about various services the organizations offer.

#### **Request Funding from County - Mr. Tipton**

The County Commissioner's office will be starting to work on their Budget Cycle in May or June, 2018. Mr. Tipton would be the person to discuss any kind of funding for the Law Library provided by the County. Nora will come up with something for our January meeting to discuss our needs and how to present it to Mr. Tipton. As of right now we have an approximate shortfall in the amount of \$60,000.00

#### **Security Issues:**

Nora states the library has had another issue with an angry patron. She states the library is a "soft target". There was a mentally ill man who entered the library with a backpack. He gave the librarian a hard time and was very angry, loud and rude. He did end up leaving but it was an uncomfortable situation for other patrons and the librarian. At one time there were talks about putting camera's in and having the deputies stop in throughout the day to make sure things are ok. Foot patrol increased when asked but has tapered off. There may be no issue once the library hours change because they will coincide with the Courthouse/Clerk's Office hours.

### VI. OLD BUSINESS

#### **South County Law Library:**

Nora states we will have a CO at the South County facility on Monday, October 16, 2017. The Grand Opening for the Paula Lewis Library is scheduled for the 24<sup>th</sup> but the Law Library will not be ready to open on that day. Nora will have a banner made "Coming Soon" for the ribbon cutting ceremony. The tentative date for the Law Library to open will be October 31, 2017.

#### **Moving Shelving and Books - South County Library:**

Chairman, Schwab will contact the Sheriff's department to set up our request for inmates that would be available to help with the move from the Annex to South County.

**Law Library Hours Fort Pierce/South County:**

- Fort Pierce Location - Monday through Thursday: 9:00 a.m. to 5:00 p.m.  
Friday: 9:00 a.m. to 4:30 p.m.  
Closed Saturday and Sunday
- South County - TBD by Librarian approximately 20 hours per week. This includes being open Saturday from 10:00 a.m. to 2:00 p.m.

**Scheduled Meetings:**

The next scheduled Law Library Meetings are as follows:

- November 6, 2017 at 3:30 p.m.
- December 8, 2017 at 3:30 p.m.

As there were no further topics the meeting was adjourned.

Dated and signed by the following Trustees this 10 day of DECEMBER,

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Chairman, Charles A. Schwab

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Trustee, Johnathan Ferguson

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Trustee, James Wilder

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Commissioner, Linda Bartz