

RUPERT J. SMITH LAW LIBRARY

Minutes February, 2014

Present: Honorable Burton C. Connor, Chairman
 Paula A. Lewis, County Commissioner, Trustee
 James Wilder, Trustee
 Nora J. Everlove, Librarian
 Johnathan A. Ferguson, Esquire, Trustee
 James T. Walker, Esquire, Trustee
 Honorable Charles A. Schwab
 Gale M. Knowles
 Lt. Troy Church

I. MINUTES:

Judge Connor opens the meeting by informing the trustees that he is not sure of his status as Chairman for the Law Library as Judge Levin has entered an email appointing Judge Schwab as Judicial Trustee. He states he has served as Chairman as not only a Circuit Judge but also an Appellate Judge only because there was not another Circuit Judge that was willing to serve, but as of today we have Judge Schwab. Judge Connor continues stating he is willing to conduct the meeting if all Trustees agree in hopes that Judge Schwab will be here and will get a feeling of how the meeting were conducted in the past. The Trustees have no issues with Judge Connor conducting the meeting.

II. MOTION:

Judge Connor does not recall there being a Motion as to obtaining a new secretary as to Ms. Atkinson's resignations. Johnathan recalls Jim Walker was going to inquire with Judge Schwab to see if his Judicial Assistant was interested in the position.

Jim Walker made a Motion that Gale Knowles be appointed as Secretary of the Board of Trustees and as such appointment become effective immediately upon her acceptance of same. Her pay to be at the rate of \$500.00 per month. She has been explained by Nora what her job description consists of and she will be provided a form describing her job description.

III. DISCUSSION POINTS:

Lt. Troy Church - Security on Weekend/After Hours and Doors:

Nora states there are problems with the doors not locking when the library was closing and we do not have the ability to get the doors locked when we have an emergency.

Lt. Church: We have been dealing with issues for quite some time since the opening of the library and before that they have been discussing door issues. The County has been in negotiations with the old security who installed most of the system we have now. The system that was originally installed was installed by Sonitrol who was the original contractor who gave up and left one day. A new contactor came in and started working with the County but has been working very slowly. The other issue is the door outside is very susceptible to salt/corrosion may need to be taken apart or cleaned out. The Lt. insists that if Nora should have any problems to please contact Court Security and they will come out and take care of the problem unless they need to contact maintenance. There have been many issues with the door and have tried different techniques, a remote, unplug the wires from the ceiling and so on. Jim Wilder suggests that Nora keep track in writing of any issues with the doors. Nora request that the library door be scheduled to lock at 5:00 p.m. and 4:30 p.m. on Fridays. James Walker inquired as to the status of the negotiations and the prospects of eventual resolution of some fashion with these issues, Lt Church responded that the primary person working on this would be Greg White with Central Service or Roger Shin. James Walker states what he believes he is hearing that there is really no real solution to these annoyances for the indefinite future and asks maybe a new door would help. Lt. Church states they had no say with the door that they put in. The system is not even finished it takes 12 to 17 steps to get to a door to lock it or unlock it, the easiest way was for them to put the remote control back into the library for instant locking. The County is seeking a different vendor now for the security system. It just really depends on what the final outcome is. Lt. Church informs Nora that there is a sign in the control room stating the Deputies are to check the Law Library to make sure the doors are locked.

Lt. Church also states as for the **Panic Button** the system has not been organized and set to the standards in the system so if there are any issues be sure to call 3305.

Lt. Church informs Nora and the Trustees that if there are any issues to please not hesitate to contact them via email/phone or in person.

IV. FINANCIALS:

The financial reports for January, 2014 were presented and discussed. James Walker suggested we invited finance to a meeting to discuss possible issues and to keep us all on the same page. Judge Connor advises Gale of the reoccurring accounts that must be kept up with the audit and the insurance, if any questions maybe contact Cheryl from finance to see if she can help explain.

Mr. Walker made a Motion to approve the Financial Report as present, Mr. Ferguson seconded the motion and it was carried unanimously.

V. SPECIAL TOPIC:

Conversion of the Law Library for more meeting space. Ms. Everlove supplied the Trustees with a 3 different graphs of the library and explained how she wished to expand the room for research. There is not enough sitting space for the public and we could utilize space by removing some of the older books and replacing that area with seating. She will follow up with the costs because she only has

approximate figures at this point. She suggests 2 work stations and add an additional small conference room. Nora would have to find out if the Clerk was still interested in utilizing one of those back conference rooms for their needs.

Motion for conversion of the Law Library, and there is a second so the motion was carried unanimously.

VI. WEBSIT STATISTICS:

Nora represent website statistics back to 2011. In 2011 they started publishing Friendly Passages. They used to have 528 visits now they have triple that. July 2013 2,569 people downloaded things from their website. On a regular basis people go in and download the Admin Orders quite regularly. The percentages were just over 50% from Fort Piece, 10% Port St. Lucie and the next biggest hit would be the Tampa Bay area and then 2% here and 2% there.

VII. OTHER TOPICS:

Trustee Wilder wants permission to distribute 211 Information Sheets in the Law Library. Would like to perform CPR and AED Training at the St. Lucie County Medical Center, would like to open it to all board members, trustees, family member and will do it at his costs.

Internet speed is still an issue complaints by attorneys. Nora is still checking into this.

As there were no further topics for discussion the meeting was adjourned.

Dated and signed by the following Trustees this 9th day of January, 2015.

N/A

Burton C. Connor, Chairman

James A. Wilder

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James T. Walker, Esquire

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Paula A. Lewis

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Johnathan A. Ferguson

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Honorable Charles A. Schwab

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