

RUPERT J. SMITH LAW LIBRARY

Minutes January, 2014

Present: Honorable Burton C. Connor, Chairman
Paula A. Lewis, County Commissioner, Trustee
James Wilder, Trustee
Nora J. Everlove, Librarian

Absent: Johnathan A. Ferguson, Esquire, Trustee
James T. Walker, Esquire, Trustee
Lynn Atkinson, Secretary

I. MINUTES:

Judge Connor presented that the Minutes from November 1, 2013 meeting were distributed via email by Secretary, Lynn Atkinson and asked if there were any corrections and or comments. With no suggestive corrections, Judge Conner moves that a Motion to Approve be entered. Ms. Lewis made a Motion to approve the minutes as presents, Mr. Wilder second that Motion and as there were no objections, the Motion carried.

II. FINANCIALS:

No Financial Reports provided at this meeting. Nora spoke with Finance and they indicated it would be unlikely reports would be completed by this meeting. Judge Connor as Chair indicated that we needed to get that analysis.

III. TOPICS FOR DISCUSSION BY TRUSTEE:

- **Ms. Lewis:** Nothing to discuss at this time
- **Mr. Wilder:** Nothing to discuss at this time
- **Nora Everlove:** The Library finally received the security buzzer. Nora stated that it was a hard month for technology between having issues the "book" security alarm system which they had fixed for approximately \$500.00 and it ended up not working again and cost an additional \$1,700.00 which was not in the budget. Nora stated the alarm system goes off quite a bit and is usually only repaired every ten years but as she stated when repairs are needed it is very expensive. Nora also indicated the library is still having issues with the computer system and how it is only coming in at half the speed it should be. She will be contacting AT&T to see if it is an issue on their end or if it is internal. She is also considering looking in to possibly changing providers to Comcast in which cost is roughly the same. As for the Automatic doors in the library, the locking and

unlocking of the doors is controlled by Court Security. The library is having issues that the doors are not being locked at night until 7:07 p.m and it has also been brought to Nora's attention that there have been times that the library has been closed but because the Court was open the library doors were unlocked as well. This is a big concern. Nora will request that Lt. Church come to the next meeting if possible and explain what can or cannot be done about this issue.

New Law Library: Trustee Lewis is going to check to find out the status of the new library on Rosser Road in Port St. Lucie and what the time frame for a possibility of the Law Library moving to that site when available. What are the possibilities of Court Administration taking the space of the Law Library for Court needs in the near future?

IV. YEAR END STATISTICS:

Ms. Everlove reported based on 2012 the Law Library showed there were approximately 4100 people who utilized the facility in 2013 the reports show there was an approximate 20% increase with approximately 5,200 people. This does not include web statistics or telephone calls those reports will be provided at a later date. Mr. Wilder believes the increase is due to the whole new patronage of the "store front" the "pro-se" litigants are a very strong part of the 20% increase.

V. NEW EMPLOYEE and AED TRAINING:

Mr. Wilder informed the Trustees that the Library now has hired a new employee who is not AED/CPR certified. He emphasizes how important it is for all staff to be AED and CPR trained. He is offering to hold a training class for all employees, trustees and the public on a Saturday or Sunday from 10:00 a.m. to 12:00 p.m. He will discuss what dates at the next meeting.

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

Paula A. Lewis

Paula A. Lewis, County Commissioner

James A. Wilder

Johnathan A. Ferguson

Johnathan A. Ferguson, Esquire

James T. Walker, Esquire
