

RUPERT J. SMITH LAW LIBRARY

Minutes MARCH 13, 2015

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

Guests: Capt. Charlie Scavozzo
Sgt. Kurt Mitwede

I. MINUTES:

Trustee Paula Lewis, calls the meeting to order. The Honorable Charles Schwab, Chairman will be late to the meeting all Trustees listed above are present.

II. MOTIONS:

Trustee Paula Lewis Motions to meet with the Sheriff to discuss security issues at the Law Library. Trustee James Walker seconds the Motion and the Motion is unanimously carried.

Trustee James Walker Motions to approve the \$10,600.00 estimated by Joe Turner for build out of the Law Library. To remove bookcases and tracks, re-carpet, window/door and custom build 4 supersized workstations. In addition an estimate of \$600.00 for new chairs. Trustee James Wilder seconds the Motion and the Motion is unanimously carried.

Trustee James Walker Motions to amend the budget for the Art Contest and Friendly Passages. He is requesting to remove \$1,350.00 from the Art Contest budget of \$2,000.00 and move it to the Friendly Passages budget of \$4,000.00 due to a loss in advertisers. Trustee James Wilder seconds the Motion and the Motion is unanimously carried.

Trustee James Walker Motions to approve the January, 2015 Minutes. Trustee James Wilder seconds the Motion and the Motion is unanimously carried.

Trustee Paula Lewis Motions to approve the February, 2015 Minutes. Trustee James Wilder seconds the Motion and the Motion is unanimously carried.

III. DISCUSSION POINTS:

Financials

Minutes

Librarian's Report

Parking Issues

Disturbance of Patron/Security Issues

Use of Internet in the Library

Update on the Rosser Road Site

Status of Law Library Build Out

Grant Funding for Just in Time Videos

IV. FINANCIALS FOR March, 2015:

No Financials for this month

V. READING MINUTES:

Minutes for January and February 2015 were presented and reviewed by Trustees. All Minutes were approved and signed.

VI. LIBRARIAN'S REPORT:

Librarian, Nora Everlove reports that there have been issues with a pretty regular patron, this time security had to be called.

The Law Library "panic button" has been repaired.

Security issues after hours.

Parking for disabled clientele.

Items allowed in the Law Library by patrons.

February was a very active month. February's statistics are higher than usual. There was also a CLE Class that the ASA, Carlos Wells was the speaker, there was a great turnout.

An estimate was presented for the build out of the Law Library \$10,600.00 with an additional \$600.00 for chairs.

Florida Rural Legal Service will be having a Meeting May, 27th. Nora will send email, she will not be able to attend but Jim Wilder will be there.

AALL just came out with a new standard, Nora will be submitting her recommendations for the next 10 year plan.

Grant proposal for the Just in Time videos will be submitted to Tallahassee, deadline is April 8, 2015 but Jim Wilder will send them prior to for review. The estimated amount we are requesting is \$12,000.00 to produce 6 videos mostly criminal and civil.

VII. PARKING ISSUES:

It has been brought to the Law Library staff's attention that some of our "special needs" patrons are having to park miles away and walk to the Law Library. Parking is still an issues.

VIII. DISTURBANCE BY PATRON AND SECURITY FOR AFTERHOURS:

The Library had an incident with a regular patron becoming disruptive and non-compliant while using the facility. There has been prior issues with this patron. Security was called and the patron was arrested and a "no trespassing" warrant was issued. This patron cannot return to the Law Library for approximately 1 year per Captain Scavizzo. The Library was having issues with the "panic button" but it has been fixed. Nora brought it to the Captain's attention that security is an issue after hours. Should any issues arise the employee on shift is instructed to call 911 until Paula can set up a meeting with the Sheriff to discuss this issue. Another security issue is what belongings a patron should be allowed to enter the Law Library with and should there be a search of any backpacks or large bags that are brought in considering we are connected to the Courthouse. This will also be discussed with the Sheriff, with a possibility of having extra security. More will be discussed on these issues after a meeting with Sheriff Mascara and we have his input. Motion brought forth for Paula Lewis to meet with the Sheriff, Motion approved and carried unanimously.

IX. INTERNET USE:

There have been some issues with patrons using the internet at the Law Library for unacceptable sites. One patron in general has been utilizing it for x-rated sites. Captain Scavizzo suggested maybe the Law Library should start charging to use the internet and/or monitor what sites are being used for non-legal purposes. More discussion on this matter will take place at the next meeting.

X. ROSSER ROAD FACILITY UPDATE:

There is no update as of today for the Rosser Road facility.

XI. STATUS OF THE BUILD OUT OF THE ADJOINING CONFERENCE ROOM:

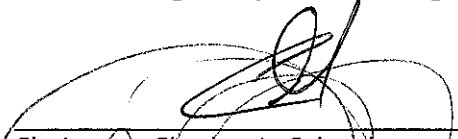
Nora has received an estimate of \$10,600.00 from Joe Turner this does not include \$600.00 towards chairs we will have to purchase. Motion brought forth and unanimously carried.

XII. GRANTS AND FUNDING:

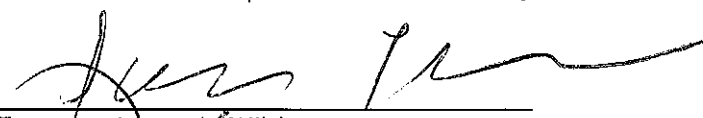
Trustee Wilder brought forth information on Grant Funding and Grant proposal for the Just in Time videos that will be submitted to Tallahassee, the deadline is April 8, 2015 but they will be sent prior to for review. The estimated amount we are requesting is \$12,000.00 to produce 6 videos mostly criminal and civil.

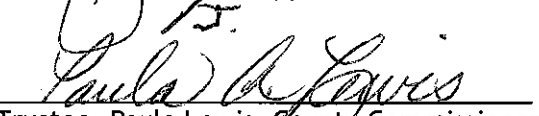
As there were no further topics the meeting was adjourned.

Dated and signed by the following Trustees this 29 day of May, 2015,


Chairman, Charles A. Schwab


Trustee, James T. Walker, Esquire


Trustee, James A. Wilder


Trustee, Paula Lewis, County Commissioner


Trustee, Johnathan A. Ferguson