

RUPERT J. SMITH LAW LIBRARY

Minutes October 17, 2014

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

I. MINUTES:

Trustee Wilder calls the meeting to order.

II. MOTIONS:

Trustee Walker moves for the Motion to defer the reading of the minutes from January through August that was made at the last meeting, be lifted from the table and further that it be continued again to the next meeting. Trustee Ferguson seconds the Motion and the Motion was unanimously carried.

Trustee Wilder Motions that the proposal to the County in reference to our requests for more space and request for change in the "term" be presented to the County. Trustee Ferguson seconds the Motion and the Motion is unanimously carried.

Trustee Walker Motions that the Trustee's authorize a series of YouTube educational videos for use at the Law Library and for posting on our website. If there is a cost that, that cost be brought back to the Trustees for subsequent authorization and that a report be brought forth at the next meeting showing the progress toward implementation of this program. Walker adds, this is a three part Motion. Trustee Ferguson seconds the Motion and the Motion is unanimously carried.

III. DISCUSSION POINTS:

Minutes from prior meetings (tabled)

Financials

Review of the Rosser Road Site

Community Needing Assessment

IV. FINANCIALS:

See the attached financials.

Ms. Everlove states the Financials are unaudited. They are only listed as "final" because the year has come to an end. It is not that the payments have come to an end. The financial will stay open until November 15, 2014. As an example, Nora just handed in \$22,000.00 worth of invoices that will be considered part of 2013/2014 and guesstimating another \$10,000.00 has yet to come in. So, because the online contracts are billed in arrears we do not have those yet. In confidence, Nora states she believes we are good and did not go over budget this year. Revenues were very low for the month of September, they were averaging between \$33,000.00 and \$38,000.00 but September was just shy of \$30,000.00. Everything else seems pretty much in line with no specific areas of concern. There are a couple of areas Nora would like to report on, things that are moving forward. We states that the Library is in need of purchasing one computer due to the fact that these are older computers and cannot be upgraded from XP to Windows 8 or 10. All replacements would come under budget so no Motion is necessary.

V. READING MINUTES:

The Minutes from the past meetings are requested in Motion to be read and reviewed at the next meeting.

VI. ROSSER ROAD SITE:

Trustee Ferguson states there are two issues with the County's original draft. The initial draft had the expense of building out the space being absorbed by the trustees of the Law Library and paying rent on a monthly basis including utilities. Trustee Ferguson expressed to the County that our understanding all along is that the County would build out the space and the Law Library would furnish it. The County would build out the space as part of the public library and use the impact fees which allow for the build out and we would furnish it, and that there would be no rent because the quid pro quo was us staffing the Law Library at their facility. There needs to be an adjustment in room size from 800 sq. ft. to approximately 1,000 sq. ft. Trustee Walker states we had no input in the original thoughts the County proceeded to generate those thoughts without our involvement. We need to suggest the adjustment and see how it fits within the County's program. As for the "term" we also need to request a term of possibly one year rather than six months.

VII. COMMUNITY NEEDING ASSESSMENT:

Trustee Wilder has been working on a "Community Needing Assessment" program, trying to find a way that we can help the community.

Trustee Walker moves that the Trustees authorize a series of YouTube educational videos for use at the Law Library and for posting on our website. If there is a cost that, that cost be brought back to the Trustees for subsequent authorization and


that a report be brought forth at the next meeting showing the progress toward implementation of this program. Walker adds, this is a three part Motion.

As there were no further topics the meeting was adjourned.

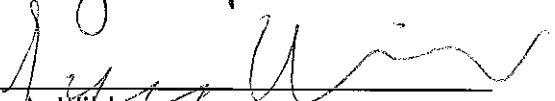
Dated and signed by the following Trustees this 9th day of January, 2015.



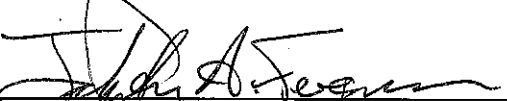
Paula Lewis, County Commissioner



James T. Walker, Esquire



James A. Wilder



Johnathan A. Ferguson, Esquire