

MINUTES OF THE RUPERT J. SMITH LAW LIBRARY

January 13, 2012 @3:30 p.m. – Location RJS Law Library

Present for the Meeting: Judge Conner, Commissioner Lewis, Mr. Ferguson, Mr. Wilder & Ms. Everlove. Ms. Atkinson, the Secretary did not attend the meeting.

1
2 I. MINUTES:

3 Mr. Walker made a motion to approve the minutes of the October 2012 meeting. Mr.
4 Wilder seconded the motion and it was carried unanimously.
5

6 II. FINANCIAL STATEMENTS/REPORTS:

7 Ms. Everlove reported that revenues are where they are expected to be expenses are
8 below suspected at this time but we are behind in our billing Ms. Everlove reported
9 that it is taking longer than normal for Finance to pay invoices. Evidently the County
10 has decided to follow a 30 day rule for payments due to this fact Ms. Everlove was
11 unable to advance the funds to purchase the CLE tapes at this time Everlove has
12 purchased CLE tapes. Ms. Everlove requested that the Trustees send a letter or give
13 her the right to request Finance pay the bills upon receipt. Mr. Walker made a motion
14 that the Chairman write a letter to the Finance department of the Clerk's Office
15 requesting that the bills and/or invoices presented by the law library be paid in a
16 prompt fashion Mr. Ferguson seconded the motion and it was carried unanimously
17 Ms. Everlove is to draft the letter and e-mail it to Judge Conner Judge Conner will
18 finalize the letter at that time.
19

20 Mr. Ferguson made a motion to approve the financial statements/reports as presented.
21 Commissioner Lewis seconded the motion and it was carried unanimously.
22

23 III. MR. WALKER:

24 Mr. Walker reported that on October 25 he received an e-mail from Judge Conner
25 concerning the recent legislation for local financial department reporting
26 requirements. Mr. Walker reported that there is nothing urgent to report at this time,
27 so he will defer this discussion until the next meeting.
28

29 Mr. Walker reported that the last 10 year plan was presented by Ms. Everlove on
30 March 3, 2004. An update to that long-term plan was made by Ms. Everlove in
31 October of 2007. The update of October 2007 was based on two major concerns at the
32 time: 1) impending move to the new facility and 2) funding was in a state of crisis.
33 As of today's date the move is complete and the funding crisis is no longer a concern.
34 Circumstances have changed dramatically. Mr. Walker made a motion that Ms.
35 Everlove present a new 10 year long-term plan to the Board of Trustees within 90
36 days. Ms. Everlove is also to present a proposal for a stipend for the preparation of
37 the new 10 year long-term plan at the Board's next meeting. Mr. Ferguson seconded

38 the motion and it was carried unanimously Ms. Everlove is to e-mail a copy of the
39 original 10 year plan along with the October 2007 update to all Trustees.

40 IV. Commissioner Lewis had nothing to report or discuss at this time.

41

42 V. MR. FERGUSON:

43 Mr. Ferguson had the following to discuss: 1) Mr. Ferguson suggested that the
44 previously approved purchase of two new computers should be for laptops. He feels
45 that this will make it easier for individuals to take the laptop to a more private area for
46 research purposes. He suggests that the laptops be kept behind the librarian's counter.
47 The individual would individual hand over his or her driver's license to receive the
48 laptop for use at the law library. Upon returning the laptop the individual's driver's
49 license will be returned; 2) Mr. Ferguson suggested that the law library offer the
50 service of scanning documents. It was decided that the current printer is able to active
51 the scanner it just needs to be configured to do so. There is to be no charge for the
52 Scans; 3) Mr. Ferguson made a motion that it be at the discretion of the librarian's to
53 provide free copies of individual forms and free copies that consist of a minimal
54 number of pages. Mr. Walker seconded the motion and it was carried unanimously
55 and 4) Mr. Ferguson feels that it would be helpful to post an open sign as close to the
56 road as possible to attract attention to the fact that the law library is open and
57 available for use especially on the weekends. Ms. Everlove was directed to research
58 and report to the Trustees after Ms. Everlove makes the report Mr. Ferguson will
59 check with the city codes as far as the sign is concerned.

60

61 VI. MR. WILDER:

62 Mr. Wilder reported that the webpage is out of date. The last Minutes posted were in
63 2010. Ms. Everlove stated that she will update the minutes on the webpage. Mr.
64 Wilder inquired as to the new technology for the SmartBoard. Ms. Everlove reported
65 that Robert had submitted a technical report to her approximately 10 days ago. She
66 stated that she will distribute a copy of the report.

67

68 Mr. Wilder informed the Trustees that he will be resigning from the Friends of the St.
69 Lucie County Library in approximately 18 months. He advised the RJS Trustees that
70 he would gladly remain as the lay member of the Board of Trustees of the RJS Law
71 Library. Mr. Walker stated that by statute the President of the Friends of the RJS
72 Library makes the appointment for the lay member to the Board of Trustees of the
73 RJS Law Library so ultimately the decision as to whether or not Wilder will remain
74 as the lay member is up to the President of the Friends of the RJS Law Library.

75

76 VII. Judge Conner had nothing to report or discuss at this time.

77 VIII. MS. EVERLOVE:

78 Ms. Everlove reported that she was at St. Lucie West and Westlaw was not loaded so
79 she reloaded Marilyn was there working at the time on a printer issue. Ms. Everlove
80 reported that on Friday mornings no one from the public has been in the St. Lucie
81 West law library and only one attorney has been present during this time. Judge
82 Conner stated that perhaps it would be helpful to place a suggestion box in the St.
83 Lucie West law library. Ms. Everlove stated that she would be happy to look into
84 placing a suggestion box in the St. Lucie West law library she further reported that
85 there is a training session next week for one and a half hours on Westlaw next it will
86 probably consist of two short session in the middle of February is Everlove will
87 conduct a session on Hein online. As part of the RJS Friends Friends Lecture Series
88 there is a Lunch and Learn Program scheduled for February 14th. To kick off the
89 Series Hal Melville, Esq. has graciously volunteered to conduct a conflict of interest
90 lecture. The lecture is targeting young attorneys. At this time the Friends of the
91 Rupert J Smith law library are applying for CLE credits for this lecture and are
92 hoping to attain one to 1 1/2 hours CLE credit for the lecture.

93
94 Mr. Walker and Ms. Everlove reported that Passages is going to the printer this
95 afternoon electronic version of Passages should be available on Monday. Ending this
96 meeting on a happy note, Ms. Everlove reported that attendance is up 17% over last
97 year and 76 of the law library patrons or pro se.

98
99 Further discussion was had concerning ways to bring to bring attention to the RJS
100 Law Library. Mr. Wilder suggested me BPCS our local public radio station should be
101 contacted. In addition, Anthony West very a local columnist the Tribune should be
102 contacted to perhaps conduct an interview concerning Rupert J Smith law library.

103
104 IX. As there was no further business to discuss the meeting was called to an end.

105
106 Signed and dated this _____ day of April, 2012.

107
108
109 _____
110 Hon. Burton C. Conner, Chairman

111
112 _____
113 Commission Paula A. Lewis

114

115

116 James T. Walker, Esq.

117

118

119 Jim Wilder

120

121

122 Jonathan Ferguson, Esq.