

MINUTES OF THE RUPERT J. SMITH LAW LIBRARY

February 12, 2012 @3:30 p.m. – Location RJS Law Library

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

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2 I. MINUTES:

3 The January 13, 2012 minutes were approved in substance, but will be signed at
4 the next meeting due to some grammatical corrections.

5 II. FINANCIAL STATEMENTS/REPORTS:

6 At first it was thought that there were no financial reports, but Mr. Wilder later
7 advised that he received one at 4:44 p.m. the day before. Ms. Atkinson is to
8 advise Finance that they are not sending the reports to all of the Trustees.

9 III. TEN YEAR PLAN:

10 Discussion was had concerning the preparation and the amount of the stipend to
11 be paid to Ms. Everlove for the preparation of a new Ten Year Plan. Ms.
12 Everlove stated that she would prefer to present a draft of the new Ten Year Plan
13 to the Trustees and then meet to discuss individual issues. Ms. Everlove stated
14 that it would be at least April before she is able to give an estimate as to when the
15 Ten Year Plan draft will be completed. Mr. Ferguson made a motion to authorize
16 Ms. Everlove at a rate of \$40.00 per hour, not to exceed \$3,000.00, to prepare a
17 draft of a new Ten Year Plan, present the draft and address issues at meeting and
18 then provide a final draft to the Trustees. Mr. Walker seconded the motion and it
19 was approved unanimously.

20 IV. WEBPAGE:

21 Ms. Everlove reported that the webpage has been updated to be a little more
22 appealing. She stated that she will be happy to present a small show & tell at the
23 next meeting to show what other Law Libraries are doing around the State. She is
24 also checking on updated CLEs to post to the website.

25 V. SUNDAY HOURS:

26 Ms. Everlove reported that there have been no Sundays without attendance.
27 Attendance is pretty evenly divided between pro se and attorneys.

28 VI. COMPUTERS/IT:

29 Ms. Everlove reported that she is able to purchase laptops for approximately
30 \$400.00 each that will suffice for the Law Library's needs. Mr. Walker inquired
31 concerning the report on the SmartBoard and Robert's report concerning IT
32 matters. Ms. Everlove stated that she would have the information at the next
33 meeting.

34 VII: SPECIAL DISTRICT STATUTE (Chapter 2011-144)

35 Mr. Walker reported that Chapter 2011-144 sets out Amendments to the Special
36 Districts Act, none of which really involve the Law Library except one. Section
37 189.418(7) amends 6 (c) stating that an amended budget must be posted to the

38 website within 5 days of the amendment and that the budget should be posted as
39 well.

40 VIII: MR. FERGUSON presented some ideas for the Trustees to consider for the
41 future, such as adding a part time attorney to staff to help pro se individuals with
42 research and suggestion from one of the librarians about hosting a rotating art
43 exhibit. Ms. Everlove is to explore these ideas.

44 IX: PROMPT PAYMENT OF INVOICES:
45 Ms. Everlove drafted a letter for Judge Conner to sign to send to Finance to
46 request that all invoices to be paid upon receipt or as promptly as possible. The
47 letter was approved with changes and Judge Conner will sign the new draft and
48 send out.

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50 As there was no further business to discuss the meeting was called to an end.

51
52 Signed and dated this _____ day of April, 2012.

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55 _____
56 Hon. Burton C. Conner, Chairman

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58 _____
59 Commission Paula A. Lewis

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61 _____
62 James T. Walker, Esq.

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64 _____
65 Jim Wilder

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67 _____
68 Jonathan Ferguson, Esq.