

RUPERT J. SMITH LAW LIBRARY

May 13, 2022 Minutes

Present: Chairman, Michael J. Linn
Commissioner Cathy Townsend
Wendy Diaz, Trustee
Jim Wilder, Trustee
Nora Everlove, Librarian
Jennifer Iapichino, Law Library Staff Member

I. MEETING CALLED TO ORDER:

II. Chairman Linn calls the meeting to order. Above Trustees present at the meeting.

III. MINUTES:

Meeting Minutes for April 2022 were distributed. Commissioner Townsend Motions to approve the Minutes. Trustee Diaz seconds the Motion and the Motion is unanimous, carried, and approved.

MOTIONS:

Trustee Wilder Motions to approve the Financial Report. Commissioner Townsend seconds the Motion and the Motion is unanimous, carried, and approved.

Commissioner Townsend Motions to approve the Attendance Report. Trustee Wilder seconds the Motion and the Motion is unanimously carried and approved.

Commissioner Townsend Motions to approve signed Special House Bill to bring Mr. Walker back on the Board of Trustees for the Law Library. Trustee Diaz seconds the Motion and the Motion is unanimous, carried, and approved.

IV. DISCUSSION POINTS:

Minutes
Attendance
Financial Report
Librarian Report
Special House Bill
Renovation Plan
Furniture Order
Future Meeting Dates

V. OLD BUSINESS:

Financial Report:

Good news, revenue are up more than any month this fiscal year. Overall we are still down but Nora doesn't believe it will be an issues come the end of the year. Financial Report was, approved.

Attendance:

Attendance has been down at both facilities but Nora believes the Library is being utilized after hours by many attorneys who have a key card. The Attendance Report was, approved.

Special House Bill:

The Special House Bill was signed by the Governor. A Motion was brought to the table to bring Mr. Walker to the Board of Trustees for the Library. The motion was, approved.

Renovation Plan:

All books are out of the library, bookcases are being removed and we are making lots of progress. Commissioner Townsend stopped and met with Nora to discuss how to make the library look more attractive. Construction should start around June 25th, we are in the permit phase right now but hopefully will be completed by August.

Furniture Order:

Nora is ready to Order 60 to 70% of the furniture and will have the shipment held up to 6 months if needed. She stated we are spending within our limits. Commissioner Townsend reported that the majority of the conference tables we already have will be refurbished by the County so we will not have that huge expense.

Meeting Dates:

June 10, 2022 at 2:00 p.m.
July 8 2022 at 2:00 p.m.
August 12, 2022 at 2:00 p.m.

As there were no further topics the meeting was, adjourned.

Dated and signed by the following Trustees this ____ day of _____,
_____.

Chairman, Michael J. Linn

Commissioner, Cathy Townsend

Trustee, Wendy Diaz

Trustee, Jim Wilder