

RUPERT J. SMITH LAW LIBRARY

December 6, 2019 Minutes

Present: Chairman, Michael J. Linn
Commissioner Cathey Townsend
James Walker, Trustee
James Wilder, Trustee
Donna DeMarchi, Trustee
Nora Everlove, Librarian

I. MEETING CALLED TO ORDER:

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

III. MINUTES:

Minutes for the November, 2019 meeting were, distributed to the Trustee's for review.

MOTIONS:

Trustee Wilder, Motions to approve the meeting minutes for November, 2019. Trustee DeMarchi, seconds the Motion and the Motion is unanimously carried, and approved.

Trustee Wilder, Motions to replace the AED. Trustee DeMarchi seconds the Motion and the Motion is unanimously carried, and approved.

IV. DISCUSSION POINTS:

Minutes

Mr. Johnson's Discussion - Space Study

Unaudited Librarian Financial Report

Signage

Security Camera

Tour of High Tech Auditorium

V. NEW BUSINESS:

AED Replacement:

The Library's AED Machine was showing an error signal. Trustee, Wilder contacted the company to see if the machine can be fixed manually. The support team determined the machine is broke upon repair. Trustee, Wilder indicated that they would give us a \$400.00 rebate. The new AED Machine will cost approximately \$800.00. Trustee, Wilder moved to replace the AED Machine. Trustee, DeMarchi seconds the Motion and the Motion is approved.

Director of the PB Library

Nora has informed the Trustees that the Director from the Palm Beach Library was interested in coming up to the RJSLL to see how our library runs. She will be here next Wednesday.

VI. OLD BUSINESS:

Jerimiah Johnson:

Mr. Johnson came to speak to the Trustees about the "space study need". He indicated the County hired a company "CGL" that specializes in space study needs and is in the

process of reviewing how we are utilizing our space. It was determined that the Law Library space is a total of 38,000 square feet which is all common space and the library needs approximately 24,000 square feet. CGL asked if it would be possible or would it be considered that the Law Library move to another facility/location. Jerimiah indicated he will get things mapped out and get back to us to let us know the status of whether the library will remain where it is or if it looks more likely that it will be moving to another location.

Librarian Report - Financials:

Nora indicates that the library had a great year this past year. She stated it is the first time in 5 years that we have more in revenues than finances. Our reserves are higher than the last couple of years. In November revenues show \$30,000.00.

Security Cameras:

Nora has indicated that she has purchased a Home Security System for the RJSLL Fort Pierce location. The system was installed approximately 2 weeks prior to this meeting.

Signage:

Nora's husband is working on the new signage in the library and it should be finished soon.

High Tech Auditorium at the Department of Health:

Nora and Trustee Wilder toured the high tech auditorium of the Department of Health. Neil, head of IT at the Health Department guided them through showing them how things work with their video/audio program. Neil said he will send Nora pricing for us as to what their cost was for their system or something similar to their system.

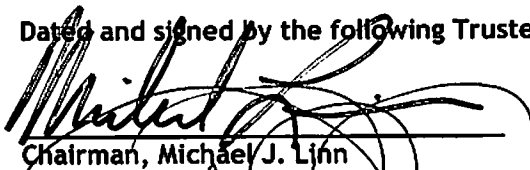
Meeting Dates:

Discussion on Meeting dates and times (quarterly or every other month) will be, tabled and discussed at the next meeting. The next scheduled meetings are as follows:

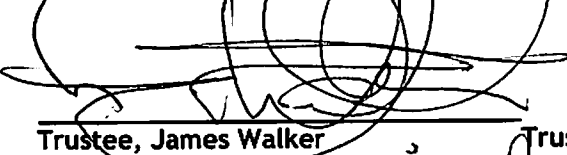
January 10, 2020
February 7, 2020
March, 2020 TBD

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

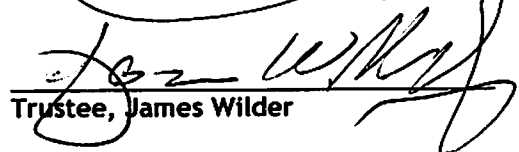
Dated and signed by the following Trustees this 10th day of January, 2020.


Chairman, Michael J. Linn

Commissioner, Cathey Townsend


Trustee, James Walker


Trustee, Donna DeMarchi


Trustee, James Wilder