

RUPERT J. SMITH LAW LIBRARY

July 10, 2020 Minutes

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

I. MEETING CALLED TO ORDER:

II. The meeting is called to order. A quorum of the Trustees were present.

III. MINUTES:

Jim Walker moved to approve the Minutes of May 1, 2020 that were submitted to the Trustees. Donna DeMarchi seconds the Motion and the Motion is unanimously carried and approved.

MOTIONS:

Jim Walker moved to approve the Minutes of May 1, 2020 that were submitted to the Trustees. Donna DeMarchi seconds the Motion and the Motion is unanimously carried and approved.

Jim Walker Motions to approve the librarian's report/financial report after discussion and the Motion is approved.

Jim Walker Motions to approve the purchase and installation of technology and hold off on expansion of the library hours. Commissioner Townsend seconds the Motion and the Motion is unanimously carried and approved.

Jim Walker moves to authorize the replacement or alteration of the South County entrance door by adding a glass window and add an awning. Total amount approved for this is a maximum cost of \$3,000.00. Donna DeMarchi seconds the Motion and the Motion is unanimously carried and approved.

IV. DISCUSSION POINTS:

- Minutes
- Financial Report
- Attendance Report
- Librarian Report
- Replacement of South County Entrance Door
- Credit Card for RJSLL
- Hand Sanitizer
- Technology Expenditure
- Meeting Dates

V. NEW BUSINESS:

Librarian Report/Financial Report

Nora states Revenues for the month of June are down 58%. Revenues will be in the high \$200,000.00 within the next few months. The Library may have a deficit in the approximately \$9,000.00. Nora is working on negotiating our Westlaw and Nexis Lexis accounts. Come February 2021 we may see that things will start getting better. The Library will be requesting a grant from the County in the amount of \$18,000.00, which will help out immensely. Jim Walker Motions to approve the librarian's report after discussion and the Motion is approved.

Attendance

The attendance report will be tabled until the next monthly meeting. Computers were down at the Fort Pierce facility.

Replacement of South County Entrance Door

Nora has requested we alter the entrance door to South County adding a window and awning. After discussion, Jim Walker moves to authorize the replacement or alteration of the South County entrance door by adding a glass window and add an awning. Total amount approved for this is a maximum cost of \$3,000.00. Donna DeMarchi seconds the Motion and the Motion is unanimously carried and approved.

Hand Sanitizer

Jim Wilder was kind enough to let the Trustees know he was given the opportunity to access a barrel of hand sanitizer and has placed it in the ladies room at the Law Library. If any Trustees are in need of hand sanitizer we are more than welcome to it. Jim Walker would like to supply his Church with some as well, Jim Wilder insisted if we need any for family or any other needs please feel free to take some, but understand we cannot sell.

OLD BUSINESS

Technology Expenditure

Nora has suggested we may want to wait to spend the money on technology equipment right now because the library is not open normal hours. Jim Walker states he thinks that now is the time to purchase and set up because we are not open normal hours and it would be easier to install. There was discussion and Jim Walker Motions to purchase the technology equipment now and hold off on expanding the library hours in order to get everything set up. Commissioner Townsend seconds the Motion and the Motion is unanimously carried and approved.

Credit Card for Law Library

Commissioner Townsend informed the Trustee's that she inquired to the County about getting the Law Library a Credit Card to purchase supplies. Unfortunately the county cannot approve a Credit Card because we are a separate entity.

Meeting Date

- August 21, 2020 at 2:00 p.m. via Zoom
- September 11, 2020 at 2:00 p.m. via Zoom
- October 9, 2020 at 2:00 p.m.

There being no further business coming before the Board, the meeting was duly, adjourned.

Dated and signed by the following Trustees this ____ day of

_____, _____.

Chairman, Michael J. Linn

Commissioner, Cathy Townsend

Trustee, James Walker

Trustee, James Wilder

Trustee, Donna DeMarchi