

MINUTES
LAW LIBRARY ADVISORS' MEETING
November 18, 2021

Pursuant to notice duly given, the James J. Lunsford Law Library Advisors (“Advisors”) met on Thursday, November 18, 2021, at 12:05 p.m. in the Law Library 701 E. Twiggs Street. The Advisors present were James Schmidt, Esq., Paige Greenlee, Esq., and Susan Miles Whitaker, Esq. Judge Nash had a prior commitment and sent his apologies. Also in attendance were Jane Rose, Lisa Wagner and Norma Wise.

James Schmidt, as Chair, opened the meeting at 12:10 pm and followed the set agenda previously noticed.

Review and approve the Minutes of the Law Library Advisors' Meeting dated August 25, 2021.

The Minutes of the meeting of the Law Library Advisors were reviewed. There being no discussion on these Minutes, Paige Greenlee motioned and Susan Miles Whitaker seconded the motion to accept the Minutes as presented. The motion was passed unanimously.

Law Library Manager's Report

- a. The following meetings dates for calendar year 2022 were approved and accepted:
Wednesday, February 23 Wednesday, August 24
Wednesday, May 25 Wednesday, November 16
- b. *Statistics Overview* - Norma Wise presented the Manager's Report updating the Advisors on October 2019 and 2021. The numbers are improving, but there is still much to be done to get back to the numbers prior to the pandemic.
- c. *Budget-Expenditure Review* - The Law Library's end of fiscal year budget was reviewed by Ms. Wise from a report prepared by Carissa McQuay, Library Services Fiscal staff member. The Law Library concluded the fiscal year end well within our budgetary allowance, and all is well with the law library's finances.

Old Business

- a. Norma Wise's retirement – Lisa Wagner updated the Advisors on the information she received at the Library Services Executive Committee. They would like the Advisors to give a list of recommendations of things they would like to see in a person to replace Norma. The Advisors also asked Norma to provide a memo to include constitutional knowledge which should include items, e.g. HCBA and Law Week.

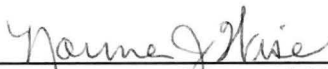
- b. James Schmidt asked where the Law Library stood regarding HCBA's Law Week. Paige Greenlee volunteered to check with the Law Week Committee and find out if there are any new developments and to obtain a contact person for staff to follow up.

New Business

- a. Status of the Advisors' appointments was discussed. Paige Greenlee inquired as to her status due to no longer being a member of the HCBA Board of Directors this summer. According to Hillsborough County Ordinance 14-27 the HCBA member must be "a Director of the Hillsborough County Bar Association". Paige informed the Advisors that she will make aware the HCBA's Board of Directors that a new Law Library Advisor will need to be appointed when her term ends.
- b. James Schmidt requested Jane Rose to provide details from the Advisors' governing documents regarding the duties and responsibilities of the Advisors.
- c. A discussion ensued concerning the John F. Germany's Friends of the Library and any money needed for the Law Library would continue to be covered by them. Norma Wise was asked to leave the meeting for this discussion. When she returned, she was informed that Lisa Wagner would be attending the Friends of the Library meeting soon and would request any money needed for the planning for Law Week with members of the Hillsborough County Bar Association.

There being no further items to discuss, the meeting was adjourned at 12:42pm.

The next meeting of the Law Library Advisors will be held on Thursday, February 23, 2022, at 12:00pm at the Law Library.



Norma J. Wise
Ex Officio Secretary to the Law Library Advisors