

MINUTES
LAW LIBRARY ADVISORS' MEETING
December 10, 2020

Pursuant to notice duly given, the James J. Lunsford Law Library Advisors (“Advisors”) met on Wednesday, December 10, 2020, at 12:00 p.m. in the Law Library 701 E. Twiggs Street. The Advisors present were James Schmidt, Esq., Paige Greenlee and Susan Miles Whitaker, Esq. Also in attendance were Paul Johnston, Esq. (representing the County Attorney’s office), Lisa Wagner and Norma Wise.

James Schmidt, as Chair, opened the meeting at 12:00 pm and followed the set agenda previously noticed.

Review and approve the Minutes of the Law Library Advisors’ Meeting dated February 26, 2020

Due to the Covid lockdown, the last meeting was held on Wednesday, February 26, 2020. The Minutes of the meeting of the Law Library Advisors were reviewed. There being no discussion on these Minutes, Susan Miles Whitaker moved and Paige Greenlee seconded the motion to accept the Minutes as presented. The motion was passed unanimously.

Law Library Manager’s Report

- a. *Statistics Overview* - Norma Wise presented the Manager’s Report updating the Advisors on comparison of the fiscal year ends September 2020 and September 2019. Norma briefly explained that all is still going well.
- b. *Budget-Expenditure Review* - The Law Library’s first two months of FY20’s Budget was reviewed by Ms. Wise from a report prepared by Sheryl Herold, Library Services Fiscal staff member. The Advisors asked Norma for clarification on the personnel budget and why it was such a reduced amount. An email follow-up was sent to the Advisors informing that that in checking with Sheryl Herold, she stated that the amount shown is the amount of money the Law Library was expected to receive from the Clerk’s Office for FY21. Anything spent in excess of this amount would be covered by Library Services budget.

Old Business

Norma Wise gave a brief update on the HCBA 2020 Law Week’s Committee meetings. The Law Library is prepared to help out with Law Week in any way possible, if Law Week is held at all.

New Business

- a. The Advisors were informed of Library Services' plans for reopening. At the present time the Law Library, along with many other branches are open by appointment, or by walk ups for checking in/out books/CLE's. At the present time there are no plans to reopen to any further services for the Law Library.
- b. Confirmation of appointing authorities of Advisors. Since there was an Advisor absent and another hadn't checked with their appointing authority is was moved by Susan Miles Whitaker, seconded by Paige Greenlee and passed unanimously to table this discussion until the next meeting on February 26, 2021.
- c. Dates set for the 2021 quarterly meetings.

Tuesday, February 23, 2020

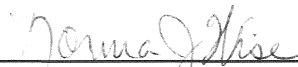
Wednesday, May 5, 2021

Wednesday, August 25, 2021

Wednesday, November 17, 2021

There being no further items to discuss, the meeting was adjourned at 12:45pm.

The next meeting of the Law Library Advisors will be held on Tuesday, February 23, 2021, at 12:00pm at the Law Library.



Norma J. Wise

Ex Officio Secretary to the Law Library Advisors