

Law Library Advisors' Meeting
Wednesday, February 22, 2023
12:00 p.m.

James J. Lunsford Law Library
Norma J. Wise Room
701 E. Twiggs Street
Tampa, FL 33602

Agenda

1. Call to Order
2. Roll Call
3. Approval of Minutes from meeting held November 16, 2022
4. Library Manager's Report
 - a. January 2022 and January 2023 Statistics
 - b. Westlaw Usage Stats: 10.1.21-9.30.22
 - c. Budget- Expenditures Report- January 2022 to January 2023
 - d. New projects begun at LAW
 - i. Short video tutorials regarding LAW collection
 - ii. Compiling a series of emails for staff and customers.
 - iii. Research Guides for customers
 - iv. Documenting procedures and workflows for daily operations
 - v. Web page updates
5. Old Business
 - a. Hillsborough County Bar Association Law Week update
 - b. Revisit statistics tracking for Law Library
 - c. Update to Library Advisors and Staff Responsibilities Updated to Bylaws adopted August 24, 2022; Rule 14.
6. New Business
 - a. Any new business?

Adjournment