

**MINUTES**  
**LAW LIBRARY ADVISORS' MEETING**  
**March 16, 2021**

Pursuant to notice duly given, the James J. Lunsford Law Library Advisors (“Advisors”) met on Tuesday, March 16, 2021, at 12:00 p.m. in the Law Library 701 E. Twiggs Street. The Advisors present were Judge Christopher Nash, James Schmidt, Esq., and Paige Greenlee, 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 December 10, 2020.

The Minutes of the meeting of the Law Library Advisors were reviewed. There being no discussion on these Minutes, Paige Greenlee moved and Judge Nash 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 ending February 2020 and February, 2021. Norma briefly explained that all is still going well, but the numbers are obviously down from last year as the library is still open by appointment only.
- b. *Budget-Expenditure Review* - The Law Library’s first five months of FY21’s Budget was reviewed by Ms. Wise from a report prepared by Sheryl Herold, Library Services Fiscal staff member. Norma clarified that an email was sent in December 2020 on the personnel budget and why it was such a reduced amount. Sheryl Herold was contacted and 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

- a. Re-appointment of the Law Library Advisors for calendar year 2021 has been confirmed by the appointing authorities for Judge Nash, James Schmidt and Paige Greenlee. Susan Miles Whitaker was not in attendance and confirmation will be obtained by her for the next meeting.


- b. The Law Library Advisors wanted to confirm that Library Services is aware of Norma Wise's retirement in August of 2022. Lisa Wagner has informed the Library Services Administration of this and it is on their radar for a succession plan. The Advisors wanted to make sure Library Administration were aware also that they want to help in the replacement of the Law Library Manager.

New Business

- a. The Advisors were informed of Library Services' newest 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. James Schmidt asked Paul Johnston to review the County Ordinance and any other governing documents concerning the Law Library Advisors to ensure the Advisors are complying with all that is required of them.

There being no further items to discuss, the meeting was adjourned at 12:30pm.

The next meeting of the Law Library Advisors will be held on Wednesday, May 5, 2021, at 12:00pm at the Law Library.

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