

**MINUTES**  
**LAW LIBRARY ADVISORS' MEETING**  
**November 13, 2024**

Pursuant to notice duly given, the James J. Lunsford Law Library Advisors (“Advisors”) met on Wednesday, November 13, 2024, at 12:00 pm in the Norma J. Wise Room at the Law Library 701 E. Twiggs Street. The Advisors present were James Schmidt, Esq., the Honorable Christopher Nash, Susan Miles Whitaker, Esq., and Matthew F. Hall. Also, in attendance via TEAMS, Ms. Jane Rose, along with Lisa Wagner, Jessica Rehbaum.

James Schmidt, as Chair, opened the meeting at 12:06 p.m. and followed the set agenda previously noticed.

Review and approve the Minutes of the Law Library Advisors’ Meetings dated August 22, 2024

The Advisors reviewed the Minutes of the meeting of August 22 and approved as written with no changes. Motion to approve was made by Mr. Hall and seconded by Ms. Whitaker to accept the minutes as presented. Passed unanimously.

James Schmidt verified that the quorum was met.

Law Library Manager’s Report

- a. *Statistics Overview* – Jessica Rehbaum presented the Manager’s Report updating the Advisors on the October 2023 and October 2024 statistics. Fiscal year monthly stats and latest materials budget report were also discussed.
- b. *Projects Completed or in Motion-*
  1. Video tutorials for Parts 1,3 and 4 are complete and posted on the Law Library website. Part 2 currently has some videos in the editing phase and there are a few more that need to be completed.
  2. New titles were purchased with left over funds from the Fiscal Year 24. All materials have been cataloged and processed.

Old Business

- a. There was no old business.

New Business

- a) Law Advisors began discussion regarding adjusting Rules of Order to allow advisors to attend meetings remotely while still maintaining quorum and voting privileges. Mr. Hall noted that for the Hillsborough County Bar Association members, it can be hard to find

attorneys that are able to physically serve in these positions. Many attorneys work remotely and are no longer located in downtown Tampa. Discussion included noting that there is a process to make a change such as this and the process will need to be followed. Ms. Rose stated the Law Advisors would need to request the change and have it approved by Library Services, their Library Board, and then the Board of County Commissioners. Ms. Wagner stated that she would get more information regarding the library portion of the process and report back at the February Meeting. Mr. Schmidt asked if the exact process for making a change, perhaps as a checklist, is documented somewhere. Mr. Hall mentioned that Rule 20 of the Rules of Order for Law Library Advisors should allow them to make the change to Rule 3 of the Rules of Order, without going before Library Services or the Board of County Commissioners. This conversation will continue for further discussion as Old Business at the February 2025 meeting and perhaps the Advisors will be ready to vote for a change at that meeting.

There being no further items to discuss, the meeting was adjourned at 12:42 p.m. Motion to adjourn was made by Mr. Hall and seconded by Ms. Whitaker.

The next meeting of the Law Library Advisors will be held on Tuesday, February 18, 2025, at 12:00 p.m. at the Norma J. Wise Room of the Law Library.

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Jessica Rehbaum  
Ex Officio Secretary to the Law Library Advisors