

**MINUTES**  
**LAW LIBRARY ADVISORS' MEETING**  
**December 12, 2018**

Pursuant to notice duly given, the James J. Lunsford Law Library Advisors ("Advisors") met on Wednesday, December 12, 2018, at 12:15 p.m. in the Law Library conference room #5 at 701 E. Twigg Street. The Advisors present were James Schmidt, Esq., Paige Greenlee, Esq., and Susan Miles Whitaker, Esq. Judge Nash was unable to attend. Also in attendance were Jennie Tarr, Esq. (representing the County Attorney's office), Lisa Wagner and Norma Wise.

James Schmidt, as Chair, opened the meeting at 12:15pm and followed the set agenda previously noticed.

Review and approve the Minutes of the Law Library Advisors' Meeting dated October 27, 2018

The Minutes of the meeting of the Law Library Advisors, was discussed. The Advisors pointed out a couple of errors for Ms. Wise to correct. The Advisors decided to not approve the Minutes at this time since only two of the members present had been at the October 27, 2018, meeting. Norma Wise stated that she would make the corrections mentioned and have the Minutes available for approval at the next meeting to be held on February 27, 2019.

Law Library Manager's Report

- a. *Statistics Overview* - Norma Wise presented the Manager's Report updating the Advisors on comparison of October 2017 to October 2018. Norma explained that most statistics are still increasing. The challenge, as has been the case, is getting people to attend our programs and classes. Lisa Wagner stated that it is a system-wide problem, and it is not something that just the law library is experiencing
- b. *Budget-Expenditure Review* - The Law Library's end of FY18 Budget was reviewed by Ms. Wise from a report prepared by Sheryl Herold, Library Services Fiscal staff member. The expenditures were within the limits for FY18.

Old Business


Law Week – Norma Wise has been working with the Law Week Committee of the HCBA to offer the law library's venue and/or help with anything to help make the HCBA's Law Week a success. The Committee Chair has booked our conference rooms for several upcoming meetings to which Norma will attend on behalf of the law library and its Advisors.

New Business

None

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, February 27, 2019, at 12:00pm.

  
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Norma J. Wise

Ex Officio Secretary to the Law Library Advisors