

MINUTES
LAW LIBRARY ADVISORS' MEETING
February 23, 2022

Pursuant to notice duly given, the James J. Lunsford Law Library Advisors (“Advisors”) met on Wednesday, February 23, 2022, at 12:00pm in the Law Library 701 E. Twiggs Street. The Advisors present were Judge Christopher Nash, James Schmidt, Esq., and Susan Miles Whitaker, Esq. Paige Greenlee, Esq., had a prior commitment and sent her apologies. Also, in attendance were Jane Rose, Lisa Wagner and Norma Wise.

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

Review and approve the Minutes of the Law Library Advisors’ Meetings dated November 18, 2021.

There was not a quorum of those who attended the meeting, therefore, the approval was tabled until the next meeting to be held on May 25, 2022.

Law Library Manager’s Report

- a. *Statistics Overview* - Norma Wise presented the Manager’s Report updating the Advisors on January 2021 and January 2022. The numbers are increasing, but still less than pre-pandemic levels.
- b. *Budget-Expenditure Review* - The Law Library’s January 2022 budget was reviewed by Ms. Wise from a report prepared by Carissa McQuay, Library Services Fiscal staff member. There were no questions nor comments.

Old Business

- a. Norma Wise’s retirement – The Advisors decided to put together a list of qualifications they would like to see in a replacement. They will not speak with each other about this but provide their input via email to Mrs. Wise prior to May 2, 2022.
- b. Update on HCBA’s Law Week – Paige Greenlee did an introduction via email with the Chairs of the Law Week Committee. Norma Wise reached out to them and offered whatever services they thought we could provide. They contacted me and thanked me for the offer. Unfortunately, there was no further contact. Norma was out sick for all of March, so they were not contacted again before Law Week occurred.

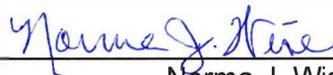
- c. Discussion of Jane Rose's memo of January 3, 2022, regarding the responsibilities of the Law Library Advisors and staff – Ms. Rose provided the Advisors and staff with an outline and explanation of the governing documents regarding the duties and responsibilities. There was a brief discussion and the Advisors thanked Ms. Rose.

New Business

Regarding Jane Rose's memo of January 3, 2022, Ms. Rose requested that an item be included in the next Agenda for the May 25, 2022, meeting to vote on officially changing the By-Laws for the Law Library Advisors' meetings from bi-monthly to quarterly.

There being no further items to discuss, the meeting was adjourned at 12:55pm.

The next meeting of the Law Library Advisors will be held on Wednesday, May 25, 2022, at 12:00pm at the Law Library.



Norma J. Wise

Ex Officio Secretary to the Law Library Advisors