

MINUTES
LAW LIBRARY ADVISORS' MEETING
August 24, 2022

Pursuant to notice duly given, the James J. Lunsford Law Library Advisors (“Advisors”) met on Wednesday, August 24, 2022, at 12:00pm in the Law Library 701 E. Twiggs Street. The Advisors present were Judge Christopher Nash, James Schmidt, Esq., Amy Casanova-Ward, Esq., and Susan Miles Whitaker, Esq. Also, in attendance were Jane Rose (via Teams), Lisa Wagner, Jessica Rehbaum, Paige Greenlee and Norma Wise.

James Schmidt, as Chair, opened the meeting at 12:10 pm and followed the set agenda previously noticed.

Introduction of New Advisor and New Law Library Manager

Amy Casanova-Ward, Esq. is the new appointee of the Hillsborough County Bar Association’s Board of Directors and replaces Paige Greenlee, Esq. Each person in attendance introduced themselves and Ms. Casanova-Ward stated she looked forward to working with all.

Jessica Rehbaum has been hired as the new Law Library Manager and replaces Norma Wise beginning September 1, 2022. Jessica introduced herself and was welcomed and wished much success by all.

Review and approve the Minutes of the Law Library Advisors’ Meetings dated May 25, 2022

The Advisors reviewed the Minutes of the meeting of May 25, 2022 and approved as written with no changes. Motion by Judge Nash and seconded by Susan Miles Whitaker to accept the minutes as presented. Passed unanimously.

Law Library Manager’s Report

- a. *Statistics Overview* - Norma Wise presented the Manager’s Report updating the Advisors on July 2021 and July 2022. The numbers are increasing, but still less than pre-pandemic levels which is to be expected for some time yet.
- b. *Budget-Expenditure Review* - The Law Library’s July 2022 budget was reviewed by Ms. Wise from a report prepared by Carissa McQuay, Library Services Fiscal staff member. The Law Library is running right on budget with 80% left in this Fiscal Year 2022, and there were no questions nor comments.

Old Business

- a. Second notice to amend Rule 14 of the Law Library Advisors' By-Laws. REGULAR MEETINGS. Regular meetings of the Advisors shall be held quarterly at a time to be set and a place to be selected by the Advisors. A copy of the Amended By-Laws was provide to each Advisor. Motion to approve Rule 14, as amended was made by Judge Nash and seconded by Susan Miles Whitaker. Passed unanimously.

New Business

- a. The law library has historically been involved with the Hillsborough County Bar Association's Law Week. Due to the pandemic it has been since 2019 and Jessica Rehbaum was asked to follow up with the Hillsborough County Bar Association's Law Week Committee to ensure that the law library is involved and willing to help in any way. Amy Casanova-Ward is the Hillsborough County Bar Association's Board of Directors member, and Ms. Casanova-Ward will work with Jessica Rehbaum to set things in motion.
- b. Norma Wise's Retirement – James Schmidt on behalf of the Advisors and staff thanked Norma Wise for her 35 years of service to the law library. Ms. Wise was then escorted out of the room where the Advisors presented her with a plaque already installed naming this main conference room for her. It honors her 35 years of service to Hillsborough County and its citizens. Special thanks were given to the Friends of the John F. Germany Library for funding the plaque and refreshments.

There being no further items to discuss, the meeting was adjourned at 12:35 pm.

The next meeting of the Law Library Advisors will be held on Wednesday, November 16, 2022, at 12:00pm at the Law Library.



Jessica Rehbaum
Ex Officio Secretary to the Law Library Advisors