

MINUTES
LAW LIBRARY ADVISORS' MEETING
May 28, 2024

Pursuant to notice duly given, the James J. Lunsford Law Library Advisors (“Advisors”) met on Wednesday, May 28, 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., 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 12:13 pm and followed the set agenda previously noticed.

Review and approve the Minutes of the Law Library Advisors’ Meetings dated February 28, 2024

The Advisors reviewed the Minutes of the meeting of February 28 and approved as written with no changes. Motion to approve was made by Judge Nash 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 April 2023 and April 2024 statistics. April 2024 Budget Expenditure numbers were presented.
- b. *Projects Completed or in Motion-*
 1. March 1, we went live with Westlaw Remote Access allowing 2 customers at a time to access Westlaw from outside the 3 library locations that offer the service.
 2. The Law Library was able to acquire Southern Reporter 1, and 2d for just the cost of shipping from some locations that we are downsizing.
 3. The Lexis Nexis contract did not meet the deadline for the May BOCC meeting. No new target date has been set.
 4. The Library System has a budget for outreach supplies and the Law Library was able to acquire pens, pencils and note pads to hand out at outreach events.
 5. Law Library now has an automatic ADA access front door.
 6. We have a new display area for our research guides.
 7. Ms. Rehbaum provided book lists for the HCBA Sections & Committees emails to help promote our services.
- c. *New Projects or Highlights*

1. Video Tutorials- Law Library staff are working on creating a series of video tutorials regarding legal research. Recording is complete on several tutorials, and we are awaiting final editing before they can be posted on our website.

d. Outreach

1. Ms. Rehbaum toured the Stetson Law School Library and invited their staff to tour our facility.
2. Law Library staff offered a table at the May Bar Luncheon in May.
3. Ms. Rehbaum provided a tour of the Law Library to the HCC Librarian in May.
4. Ms. Rehbaum visited the Court of Appeals Law Library in May and obtained some titles to enhance the collection at the Law Library.

Old Business

- a. There was no old business.

New Business

- a) No new business

There being no further items to discuss, the meeting was adjourned at 12:29 pm. Motion to adjourn was made by Judge Nash and seconded by Ms. Whitaker.

The next meeting of the Law Library Advisors will be held on Thursday, August 22, 2024, at 12:00pm at the Norma J. Wise Room of the Law Library.

Jessica Rehbaum
Ex Officio Secretary to the Law Library Advisors