

MEETING MINUTES

RUPERT J. SMITH LAW LIBRARY

March 5 2021 Minutes

Present: Chairman, Michael J. Linn
Commissioner, Cathy Townsend
James Walker, Trustee
Jim Wilder, Trustee
Ian Osking, Trustee
Nora Everlove, Librarian

I. MEETING CALLED TO ORDER:

II. Chairman Michael Linn calls the meeting to order. A quorum of the Trustees were present.

III. MINUTES:

Minutes of the last regular meeting of the Trustees were approved by all.

MOTIONS:

Motion to approve the Financial Report. Motion was approved by all.

Motion to approve the Attendance Report. Motion was approved by all.

Motion to approve the Librarian to prepare a conceptual plan of the Fort Pierce Law Library showing a build out that's fit for the 21st century. To include but not limited to more conference rooms, sitting areas and removal of some of the Florida Print Collection. Motion was approved by all.

Motion to approve Mr. Walker drafting an amendment to the Special Bill to include removing the "residency requirement" and changing it to read "require a legal professional resident". Also, changing wording from Port St Lucie Bar Association and St. Lucie County Bar to the "St Lucie Bar Association". Motion was approved by all

Motion to approve Librarian to look into Care Funding and submit a request. Motion was approved by all.

IV. DISCUSSION POINTS:

- Minutes
- Financial Report- Care Funding
- Attendance Report
- Librarian Report
- Parking Issues for Patrons
- Florida Print Collection - Conceptual Plan
- Increasing hours at South County Facility - Tabled

- Special Bill Amendment
- Meeting Dates

V. OLD BUSINESS:

Financial Report

Nora Everlove states revenues have been better this last month, which has put the library back on track. We may still be off budget by approximately \$100,000.00. Motion was brought forth for Nora to check into Care Funding and submit a request. Motion was approved by all.

Attendance Report

The Fort Piece locations attendance still remains low but the new Clerk of Court has been sending quite a few Patrons to utilize the Library for their needs. South County has had more phone calls and emails but still has a very low attendance count. Motion to approve Attendance Report was approved by all.

Florida Print Collection

Florida Print is approximately 3 years old. The fundamental means of the print are leaning more to online access and clinics. The print takes valuable space in the library which could be used for more conference space and seating space so by removing some of the print the library would be able to be built out. A Motion was brought forth by Mr. Walker to have the librarian prepare a conceptual plan that is good for the 21st century. Motion was approved by all.

Parking for the Law Library

Nora and Commissioner Townsend attended the County meeting to get some clarification on the parking situation. A decision was deferred until the County speaks to the Sheriff. This topic is tabled for the next meeting.

VI NEW BUSINESS

House Bill 1137

Mr Osking reviewed the Special House Bill which brought forth an issue pertaining to residency of a Trustee member. It states in the Bill that a Trustee must be a resident of St. Lucie County. Unfortunately Mr. Osking is not a resident of St Lucie County nor is Mr. Walker. A Motion was brought forth for Mr. Walker to present an Amendment to modify the residency to read “to require legal professional residents in the county” and also an amendment to change from the Port St Lucie Bar Association and St Lucie County Bar Association to “St Lucie Bar Association”. Mr. Walker will

present the Amendment to the Chair in which then it will be given to the Commissioner to submit for approval. Motion was approved by all.

.

Meeting Dates

April 9, 2021 at 2:00 p.m.

May 7, 2021 at 2:00 p.m.

June 4, 2021 at 2:00 p.m.

- Judge Linn will sign on behalf of all Trustees with no objection.

There being no further business coming before the Board, the meeting was duly, adjourned.

Dated and signed by the following Trustees this ____ day of

_____, ____.

N/A

Chairman, Michael J. Linn

Commissioner, Cathy Townsend

N/A

N/A

Trustee, James Walker

Trustee, James Wilder

N/A

Trustee, Ian Osking

AGENDA

APRIL 9, 2021
(2:00 p.m.)
RJS LAW LIBRARY MEETING
AGENDA

- *Minutes*
- *Librarian's Report*
- *Unaudited Preliminary Financial Reports*
- *Attendance Report*
- *Florida Print Collection - Conceptual Plan by Nora (buildout of Library)*
- *Status of Special House Bill - Modify Residency and St Lucie Bar Association Language*
- *Amendment of Attendance for Library - Increase Visitors from 5 to 7 at a time*
- *Care Funding*
- *Parking Status*
- *Reopening of the Library Status*
- *Agenda Packet and Minutes Distribution*
- *Meeting Dates*
 - *April 9, 2021 at 2:00 p.m.*
 - *May 7, 2021 at 2:00 p.m.*
 - *June 4, 2021 at 2:00 p.m.*

FINANCIALS

St. Lucie County, Florida - Law Library
Balance Sheet
March 31, 2021

UNAUDITED - FINAL

Assets

Cash and investments	\$ 163,645
* Reserve cash account	180,000
Petty cash	50
Total assets	<u>\$ 343,695</u>

Liabilities and Fund Balance

Liabilities:

Accounts payable	\$ -
Customer deposits	2,861
Total liabilities	<u>2,861</u>

Fund Balance	340,834
Total Liabilities and Fund Balance	<u>\$ 343,695</u>

* Reserve cash account was established on 6/1/2010 by Law Library Trustees

* Reserve cash account was increased on 10/1/2011 by Law Library Trustees

St. Lucie County, Florida - Law Library
Statement of Revenues, Expenditures and Changes in Fund Balance
For the month ended March 31, 2021

UNAUDITED - FINAL

	Current Month	Fiscal Year to Date
Revenues:		
Copies	\$ 35	\$ 284
Court facility surcharge	18,219	83,118
Clerk fees - court related	6,271	28,099
Interest on investments	-	1,306
Donations	100	730
Miscellaneous revenue	-	-
Reimbursements	-	-
Transfer from General Fund	-	18,000
Total revenues	<u>24,625</u>	<u>131,537</u>
Expenditures:		
Accounting and auditing	-	-
Contract services	15,575	95,448
Software support	-	-
Travel	250	1,500
Phone	430	3,270
Postage	-	37
Equipment rental	-	-
Insurance	1,386	3,485
Equipment maintenance	342	2,337
Printing & Binding	-	-
Special district fees	-	225
Miscellaneous expenses	-	-
Office supplies	40	315
Equipment (less than \$1,000)	-	-
Computer supplies	-	-
Operating supplies	-	-
Training and seminar	-	-
Subscriptions	-	1,403
Law books	4,593	20,169
Works of art	-	-
Grants & Aid to Gov't Units	-	-
Total expenditures	<u>22,616</u>	<u>128,189</u>
Prior Year Transfer/Expenditure	-	-
Excess of revenues over expenditures	<u>2,009</u>	<u>3,348</u>
Fund balance - beginning	<u>338,825</u>	<u>337,487</u>
Fund balance - ending	<u>\$ 340,834</u>	<u>\$ 340,834</u>

- Variance

St. Lucie County, Florida - Law Library
Actual Revenues & Expenditures per Banner
For the month ended March 31, 2021

UNAUDITED - FINAL

								Year to Date
Revenues:	Account	Mar-21	Feb-21	Jan-21	Dec-20	Nov-20	Oct-20	Balance
Copies	347120	\$ 35.00	\$ 75.00	\$ 20.00	\$ 59.00	\$ 95.00	\$ -	\$ 284.00
Court facility surcharge	348930	18,218.55	17,723.94	13,325.37	14,573.50	19,276.55	-	83,117.91
Clerk fees - court related	348923	6,271.23	5,958.87	3,172.93	4,171.99	8,523.51	-	28,098.53
Interest on investments	361100	-	165.95	243.29	419.25	477.96	-	1,306.45
Donations	366900	100.00	215.00	160.00	30.00	225.00	-	730.00
Miscellaneous revenue	369917	-	-	-	-	-	-	-
Reimbursements	369930	-	-	-	-	-	-	-
Transfer from General Fund	381001	-	-	-	-	-	18,000.00	18,000.00
Total revenues		24,624.78	24,138.76	16,921.59	19,253.74	28,598.02	18,000.00	131,536.89
Expenditures:								
Accounting and auditing	532000	-	-	-	-	-	-	-
Contract services	534000	15,574.67	17,574.67	15,574.67	15,574.67	15,574.67	15,574.67	95,448.02
Software support	534110	-	-	-	-	-	-	-
Travel	540000	250.00	250.00	250.00	250.00	250.00	250.00	1,500.00
Phone	541000	429.87	694.51	1,297.84	-	202.37	645.17	3,269.76
Postage	542000	-	-	-	-	37.00	-	37.00
Equipment Rental	544100	-	-	-	-	-	-	-
Insurance	545000	1,385.80	-	2,099.00	-	-	-	3,484.80
Equipment maintenance	546000	342.05	342.05	905.66	316.55	369.86	61.00	2,337.17
Printing & Binding	547000	-	-	-	-	-	-	-
Special district fees	549150	-	225.00	-	-	-	-	225.00
Miscellaneous expenses	549990	-	-	-	-	-	-	-
Office supplies	551000	39.60	52.46	39.99	-	182.95	-	315.00
Equipment (less than \$1,000)	551200	-	-	-	-	-	-	-
Computer supplies	551501	-	-	-	-	-	-	-
Operating supplies	552000	-	-	-	-	-	-	-
Training and seminar	555000	-	-	-	-	-	-	-
Subscriptions	566100	-	426.00	-	576.00	-	401.00	1,403.00
Law books	566400	4,592.71	7,857.00	4,115.00	-	3,604.62	-	20,169.33
Works of art	567000	-	-	-	-	-	-	-
Grants & Aid to Gov't Units	581000	-	-	-	-	-	-	-
Total expenditures		22,614.70	27,421.69	24,282.16	16,717.22	20,221.47	16,931.84	128,189.08
Prior Year Transfer/Expenditure		-	-	-	-	-	-	-
Excess of revenues over expenditures		2,010.08	(3,282.93)	(7,360.57)	2,536.52	8,376.55	1,068.16	3,347.81
Fund balance - beginning		338,824.83	342,107.76	349,468.33	346,931.81	338,555.26	337,487.10	337,487.10
Fund balance - ending		\$ 340,834.91	\$ 338,824.83	\$ 342,107.76	\$ 349,468.33	\$ 346,931.81	\$ 338,555.26	\$ 340,834.91

COURT	
FY2021	REVENUE
OCT	\$ 27,800.06
NOV	18,745.49
DEC	16,498.30
JAN	23,682.81
FEB	24,489.78
MAR	-
APR	-
MAY	-
JUN	-
JUL	-
AUG	-
SEP	-
YTD:	<u><u>\$ 111,216.44</u></u>
	-

St. Lucie County, Florida - Law Library
Budget vs Actual
For the month ended March 31, 2021

UNAUDITED - FINAL

	<u>Account</u>	<u>Budget</u>	<u>Actual</u>	<u>Available</u>
Revenues:				
Copies	347120	\$ 500	\$ 284	\$ (216)
Court facility surcharge	348930	200,000	83,118	(116,882)
Clerk fees - court related	348923	75,000	28,099	(46,901)
Interest on investments	361100	3,000	1,306	(1,694)
Donations	366900	-	730	730
Miscellaneous revenue	369917	-	-	-
Reimbursements	369930	-	-	-
Transfer from General Fund	381001	18,000	18,000	-
Fund Balance Forward	389902	141,730	-	(141,730)
Less 5 Percent	389903	(13,925)	-	13,925
Total		<u>424,305</u>	<u>131,537</u>	<u>(292,768)</u>
Expenditures:				
Accounting and auditing	532000	3,300	-	3,300
Contract services	534000	128,712	95,448	33,264
Software support	534110	2,000	-	2,000
Travel	540000	3,000	1,500	1,500
Phone	541000	10,694	3,270	7,424
Postage	542000	30	37	(7)
Equipment Rental	544100	-	-	-
Insurance	545000	5,057	3,485	1,572
Equipment maintenance	546000	1,512	2,337	(825)
Printing & Binding	547000	-	-	-
Special district fees	549150	350	225	125
Miscellaneous expenses	549990	-	-	-
Office supplies	551000	1,610	315	1,295
Equipment (less than \$1,000)	551200	3,000	-	3,000
Computer supplies	551501	750	-	750
Operating supplies	552000	500	-	500
Training and seminar	555000	300	-	300
Subscriptions	566100	120	1,403	(1,283)
Law books	566400	225,186	20,169	205,017
Works of art	567000	-	-	-
Grants & Aid to Gov't Units	581000	-	-	-
Reserves	599300	38,184	-	38,184
Total		<u>\$ 424,305</u>	<u>\$ 128,189</u>	<u>\$ 296,116</u>

ATTENDANCE

	Pro se	Attorney	Phone	E-Mail	CLE Prog.	2021	2020	2019	2018
JAN	152	25	115	100	21	413	575	576	540
FEB	127	52	146	129	22	476	631	512	597
MAR	215	43	179	119	0	556	536	520	550
APRIL							131	595	596
MAY							182	620	404
JUNE							436	628	476
JULY							375	701	507
AUG.							423	660	631
SEPT.							452	435	406
OCT.							408	609	603
NOV.							310	500	454
DEC							341	647	519
							4800	7003	6283

2017	2016	2015	2014	2013	2012	2011
522	502	317	427	497	336	271
510	609	338	361	457	329	303
598	533	433	424	422	343	307
474	511	451	504	508	336	279
547	476	429	389	433	296	198
539	481	460	486	437	317	340
498	519	447	435	396	338	308
670	573	460	503	375	357	318
376	501	407	470	409	308	281
501	689	545	506	510	390	230
575	466	451	326	400	405	273
424	509	424	414	401	360	277
6234	6369	5162	5245	5245	4115	3385

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
1	Attendance, Rupert J. Smith														
2		Daytime		Evening		Total		Gate Meter							
3		pro se	attorney	pro se	attorney										
4	Jan. 20	86	110	9	3	208									
5	Feb.	93	138	7	2	240									
6	Mar.	82	144	4	9	239									
7	Apr.	78	122	0	7	207									
8	May	93	161	6	5	265									
9	June	83	146	7	3	239									
10	July	97	97	1	5	200									
11	Aug.	106	132	2	1	240		(3 weeks)	849						
12	Sept.	114	110	1	1	226		1132							
13	Oct.	117	156	11	4	288		1126							
14	Nov.	109	112	0	28	250		1304							
15	Dec.	131	130	4	0	265									
16						year total									
17						2867									
18															
19	Jan. 20	146	132	24	8	310									
20	Feb. 20	138	170	13	6	327									
21	Mar.	163	141	6	1	311									
22	Apr.	149	130	14	5	298									
23	May	152	154	41	46	393		includes Law Week							
24	June	138	86	8	1	233									
25	July	161	104	7	8	280									
26	August	133	117	8	7	265									
27	September	1	113	8	4	254									
28	October	141	125	6	4	276									
29	November	145	112	9	0	266									
30	December	121	115	16	4	256									
31						year to	3469								
32															
33	Jan	208	116	26	4	354		Eve. Pro-Se incl. 19 for class							
34	Feb	157	125	23	2	307									
35								Eve. Pro-Se inc. 19 for class							
36	March	163	111	18	4	296		Eve. Pro-Se incl. 7 (x2) for class							

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	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
97															
98															
99	2012 DAY 8:30 to 7:00 P.M.					Saturd 9:00 -1:00				Sunday 1:00 to 4:00					
100															
101	* CLE Class Attendance is Included														
102															
103			day				sat				sun				
104		Pro	Attorney	Phone		Pro	Attorney	Phone		Pro	Attorney	Phone	2012 totals	011 totals	
105															
106	JAN.	173	80	53		14	0	1		8	7	0	336	271	
107	FEB.	168	83	48		3	7	3		10	4	3	329	303	
108	MARCH	189	88	47		9	1	0		5	3	1	343	307	
109	APRIL	154	104	56		8	5	1		6	2	0	336	279	
110	MAY	159	70	53		4	1	1		5	1	2	296	198	
111	JUNE	158	84	53		3	4	3		11	1	0	317	340	
112	JULY	196	69	73		8	6	3		4	1	2	338	308	
113	AUGUST	189	79	68		5	4	5		4	2	1	357	318	
114	SEPT.	155	85	43		11	4	3		5	2	0	308	281	
115	OCT.	180	73	32		11	14	5		10	1	0	390	230	
116	NOV.	222	92	62		10	4	1		10	1	3	405	273	
117	DEC.	214	75	44		9	2	2		12	2	0	360	277	
118													4115	3385	
119	4:30/7:	Pro	ATT	Phone											
120	Evenin	17	8	2		27 Beginning August 2012									
121	Evenin	35	14	10		59 September									
122	Evenin	35	15	14		64 October									

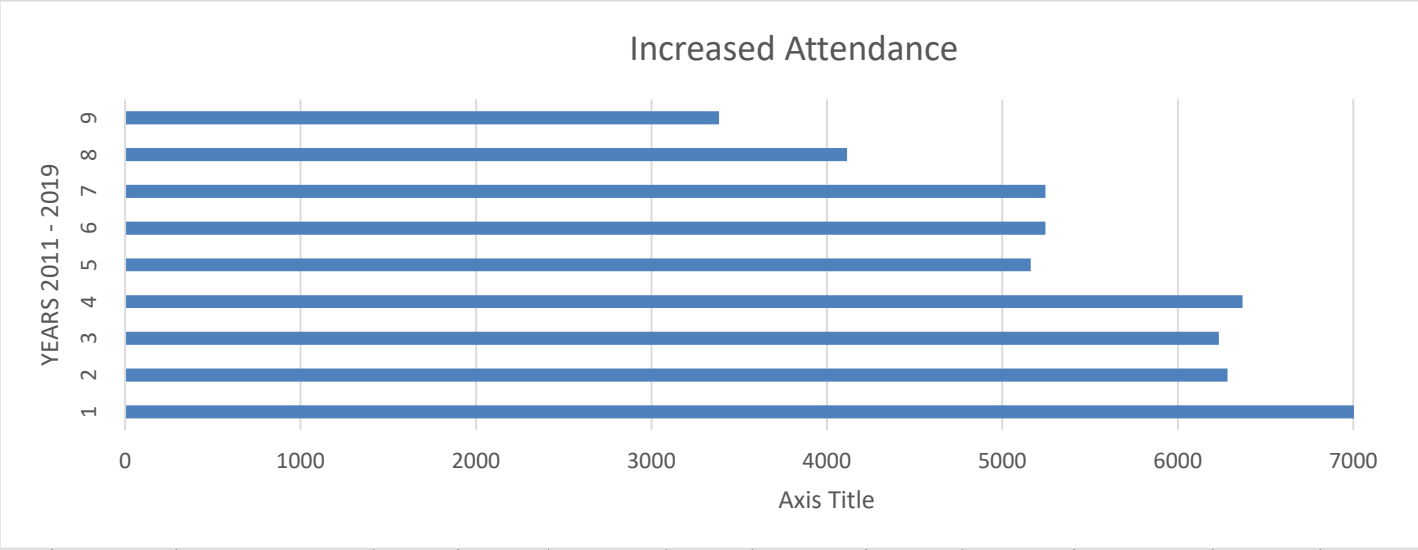
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	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
159															
160	2015 ATTENDANCE STATISTICS														
161			DAY			Sat					Sun				
162		Pro	Attorney	Phone		Pro	Atty	Phone		Pro	Atty	Phone	2015 totals	2014	2013
163															
164	JAN	213	77	93		8	2	0		10	2	0	405	427	497
165	FEB	216	81	126		11	2	1		8	2	0	447	361	457
166	MAR	202	83	108		11	2	4		15	1	7	433	424	422
167	APR	229	98	92		8	3	2		15	2	2	451	504	508
168	MAY	243	66	88		11	2	3		10	1	5	429	389	433
169	JUN	261	80	91		11	3	3		7	4	0	460	486	437
170	JUL	256	70	99		4	3	2		11	2	0	447	435	396
171	AUG	227	75	116		8	5	6		17	0	6	460	503	375
172	SEP	249	68	71		5	1	1		6	3	3	407	470	409
173	OCT	311	84	106		10	3	2		20	7	2	545	506	510
174	NOV	237	72	96		12	4	4		20	3	3	451	326	400
175	DEC	228	95	72		9	4	2		11	0	3	424	414	401

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	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
212															
213	2018 ATTENDANCE														
214		Pro	Attorney	Phone											
215							2018	2017	2016	2015	2014	2013	2012	2011	
216	JAN	348	90	128			540	522	502	429	427	497	336	271	
217	FEB	380	121	96			597	510	609	460	361	457	329	303	
218	MAR.	343	114	93			550	598	533	433	424	422	343	307	
219	APRIL	357	73	166			596	474	511	451	504	508	336	279	
220	MAY	257	61	86			404	547	476	429	389	433	296	198	
221	JUNE	314	59	103			476	539	481	460	486	437	317	340	
222	JULY	325	55	127			507	498	519	447	435	396	338	308	
223	AUG.	392	82	157			631	670	573	460	503	375	357	318	
224	SEPT	234	81	91			406	376	501	407	470	409	308	281	
225	OCT.	421	70	112			603	501	689	545	506	510	390	230	
226	NOV	288	84	82			454	575	466	451	326	400	405	273	
227	DEC.	287	92	138			519	424	509	424	414	401	360	277	
228							6283	6234	6369	5396	5245	5245	4115	3385	

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229															
230	2019 ATTENDANCE REPORT														
231		Pro	Attorney	Phone											
232							2019	2018	2017	2016	2015	2014	2013	2012	2011
233	JAN.	349	87	140			576	540	522	502	317	427	497	336	271
234	FEB	301	78	133			512	597	510	609	338	361	457	329	303
235	MAR.	318	83	119			520	550	598	533	433	424	422	343	307
236	APRIL	356	97	142			595	596	474	511	451	504	508	336	279
237	MAY	367	97	156			620	404	547	476	429	389	433	296	198
238	JUNE	347	105	176			628	476	539	481	460	486	437	317	340
239	JULY	416	92	193			701	507	498	519	447	435	396	338	308
240	AUG	398	115	147			660	631	670	573	460	503	375	357	318
241	SEPT	259	79	97			435	406	376	501	407	470	409	308	281
242	OCT	368	112	129			609	603	501	689	545	506	510	390	230
243	NOV	286	91	123			500	454	575	466	451	326	400	405	273
244	DEC	358	90	199			647	519	424	509	424	414	401	360	277
245							7003	6283	6234	6369	5162	5245	5245	4115	3385
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1															
2															
3	2020 ATTENDANCE REPORT														
4		Pro	Attorney	Phone	E-mail	CLE program									
5							2020	2019	2018	2017	2016	2015	2014	2013	2012
6	JAN.	353	85	137	0		575	576	540	522	502	317	427	497	336
7	FEB*	360	106	148	17		631	512	597	510	609	338	361	457	329
8	MAR.	269	56	159	52		536	520	550	598	533	433	424	422	343
9	APRIL	0	0	64	67		131	595	596	474	511	451	504	508	336
10	MAY	3	1	118	60		182	620	404	547	476	429	389	433	296
11	JUNE	60	25	209	142		436	628	476	539	481	460	486	437	317
12	JULY	95	41	180	59		375	701	507	498	519	447	435	396	338
13	AUG	117	28	193	76	9	423	660	631	670	573	460	503	375	357
14	SEPT	122	30	160	114	26	452	435	406	376	501	407	470	409	308
15	OCT	114	52	133	109	12	408	609	603	501	689	545	506	510	390
16	NOV	107	18	99	86	9	310	500	454	575	466	451	326	400	405
17	DEC	100	34	108	99	15	4459	647	519	424	509	424	414	401	360
18								7003	6283	6234	6369	5162	5245	5245	4115
19															
20	comparison 2019 January through September:						5247								
21	In 2020, we have had 68% of the business we had in 2019														
22															
23	*Partial month in August for collection CLE data														
24															
25	Pro se AttorneyPhone E-Mail CLE Prog.														
26							2021	2020	2019	2018	2017	2016	2015	2014	2013
27	JAN	152	25	115	100	21	413	575	576	540	522	502	317	427	497
28	FEB							631	512	597	510	609	338	361	457
29	MAR							536	520	550	598	533	433	424	422
30	APRIL							131	595	596	474	511	451	504	508
31	MAY							182	620	404	547	476	429	389	433
32	JUNE							436	628	476	539	481	460	486	437
33	JULY							375	701	507	498	519	447	435	396
34	AUG.							423	660	631	670	573	460	503	375
35	SEPT.							452	435	406	376	501	407	470	409
36	OCT.							408	609	603	501	689	545	506	510
37	NOV.							310	500	454	575	466	451	326	400
38	DEC							341	647	519	424	509	424	414	401
39								4800	7003	6283	6234	6369	5162	5245	5245

[illegible]

	P	Q	R	S	T	U	V
1							
2							
3							
4							
5	2011						
6	271						
7	303						
8	307						
9	279						
10	198						
11	340						
12	308						
13	318						
14	281						
15	230						
16	273						
17	277						
18	3385						
19					0.6903		
20					4812		
21							
22					0.6816	as of July	
23					0.713	as of September	
24							
25							
26	2012	2011					
27	336	271					
28	329	303					
29	343	307					
30	336	279					
31	296	198					
32	317	340					
33	338	308					
34	357	318					
35	308	281					
36	390	230					
37	405	273					
38	360	277					
39	4115	3385					

PATRON SURVEY (PAULA LEWIS)

Month	Pro Se	Attorney	Phone	Clinic	Email	Total	No of Clinic
Jan. 2021	3	2	9	0	17	31	0
Feb. 2021	8	0	15	0	1	24	0
Mar. 2021	8	4	12	0	5	29	0
Apr. 2021						0	
May. 2021						0	
Jun. 2021						0	
Jul. 2021						0	
Aug. 2021						0	
Sept. 2021						0	
Oct. 2021						0	
Nov. 2021						0	
Dec. 2021						0	
Total	19	6	36	0	23	84	0

Open days

21

20

21



PATRON SURVEY (PAULA LEWIS)

Month	Pro Se	Attorney	Phone	Clinic	Total
Jan. 2019	29	7	14	5	55
Feb. 2019	40	6	20	4	70
Mar. 2019	40	12	21	15	88
Apr. 2019	22	10	20	1	53
May. 2019	25	7	17	6	55
Jun. 2019	28	5	8	3	44
Jul. 2019	23	5	16	6	50
Aug. 2019	28	7	20	8	63
Sept. 2019	28	7	20	0	55
Oct. 2019	40	10	14	11	75
Nov. 2019	20	6	14	5	45
Dec. 2019	18	11	8	0	37
Total	341	93	192	64	690

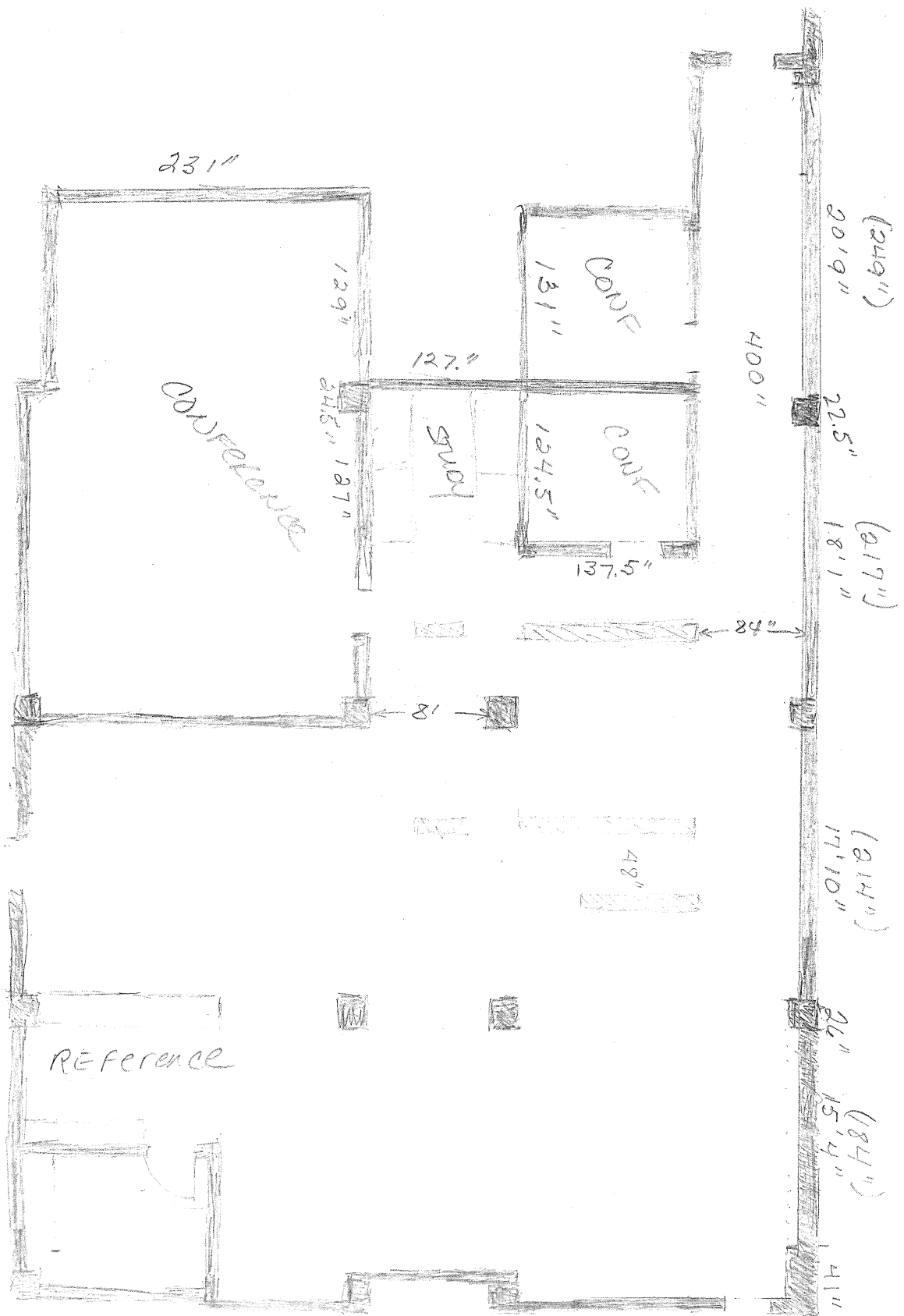
PATRON SURVEY (PAULA LEWIS)								
Month	Pro Se	Attorney	Phone	Clinic	Email	Total	No of Clinic	Days
Jan. 2020	26	7	15	6	0	54	1	22
Feb. 2020	43	11	21	1	2	78	1	21
Mar. 2020	22	9	12	5	4	52	1	13
Apr. 2020	0	0	0	0	0	0	0	Closed
May. 2020	0	0	0	0	0	0	0	Closed
Jun. 2020	0	0	7	6	1	14	1	7
Jul. 2020	4	1	6	4	2	17	1	21
Aug. 2020	12	1	21	5	1	40	2	21
Sept. 2020	18	0	10	2	6	36	1	22
Oct. 2020	7	2	5	3	26	43	2	23
Nov. 2020	5	3	0	0	2	10	0	15
Dec. 2020	7	1	14	0	21	43	0	19
Total	144	35	111	32	65	387	10	

Clinic was done by Andrea on the phone			
Clinic was done by Andrea on the phone			
clinic was done by Andrea on the phone			
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Clinic was done by Andrea on the phone			

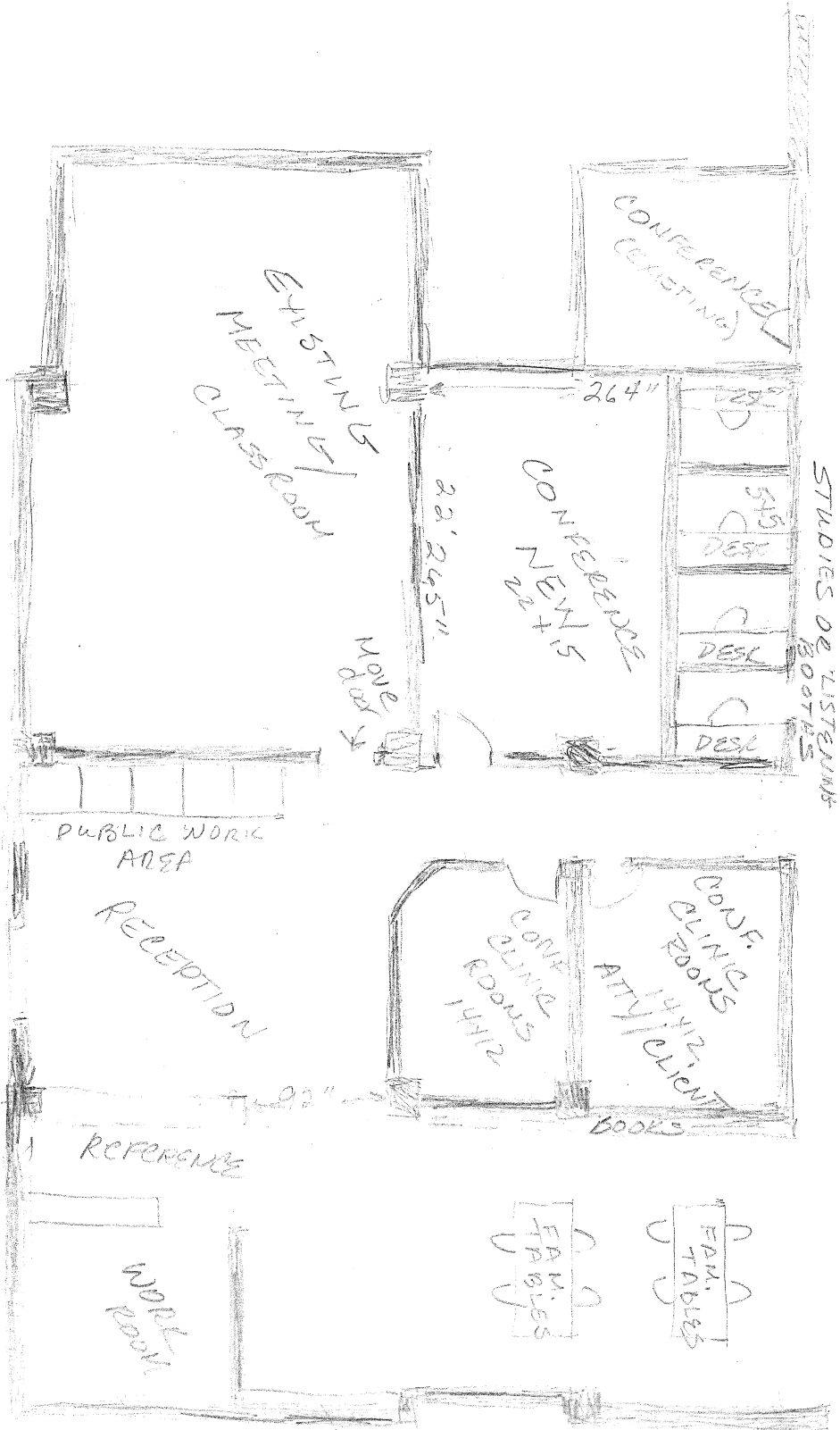
AGENDA PACKET
FOR
APRIL 9, 2021
MEETING

CONCEPTUAL PLAN

EXISTING LAW LIBRARY



KEEP EXISTING BOOKCASES



REBUILD OPTION #1