



Agenda

DATE 9/9/14 TIME 3:05

BY Maria Finley

BY [Signature]

SANTA FE PUBLIC LIBRARY BOARD MEETING

**Main Library
145 Washington Avenue
Pick Room**

**Tuesday, September 16, 2014
4:30 p.m.**

- I. ROLL CALL
- II. APPROVAL OF MINUTES
August 19, 2014
- III. PRESIDENT'S REPORT
- IV. DIRECTOR'S REPORT
- V. NEW BUSINESS
 - 1. City Endowment funds
 - 2. Southside Campaign funds
- VI. OLD BUSINESS
 - 1. Three year plan
 - 2. Library Board City Vacancy
 - 3. Update on Library Needs/Services
- VII. DATE OF NEXT BOARD MEETING
- VIII. ADJOURNMENT

Persons with disabilities in need of accommodations, contact the City Clerk's office at 955-6520, five (5) working days prior to meeting date.

**MINUTES OF THE
CITY OF SANTA FE
PUBLIC LIBRARY BOARD MEETING
September 16, 2014
Santa Fe, New Mexico**

PROCEDURES

A regular meeting of the City of Santa Fe Public Library Board was called to order on this date by President David Wagner at approximately 4:36 p.m., in the Pick Room, at the Main Library, 145 Washington Avenue.

Roll Call

Roll call indicated the presence of a quorum as follows:

Members Present

David Wagner, President
Rebecca Allahyari
Grace Brill
Jose Sanchez

Excused

Jan Duggan
Emily Dwyer, Vice President

Guest

Kitty Sherlock

Staff Present

Pat Hodapp

APPROVAL OF MINUTES

Grace made a motion to approve the August 19, 2014 minutes, seconded by Joe, which passed unanimously by voice vote.

PRESIDENT'S REPORT

David stated that in past discussions and referencing some of the notes from the minutes for a plan to approach the County for funding, he felt that there was some apprehension and that it was maybe not the right time to approach the County. Grace stated that she thought there were some questions and that is why there was research to be done and to gather information to be brought back to the Board. Pat stated she felt it was a reasonable request to try to get information and see who we could talk to there regarding funding. Pat has not heard back from the County regarding funding for this year.

Pat stated she was aware of the County looking into the Dolly Parton's reading foundation. With this program, a child that is registered and qualifies would get a book once a month for the first five years. The County is looking for a partner to help administer this program. If they participate, they will need a 501c 3 and will also have to raise money. Pat put together all of the background information and sent it to the assistant to the City Manager. Pat was informed that they had already approached the City and were going to meet with the Mayor to discuss this program. Joe asked if the Friends could be the ones to administer this program. Pat shared that there are many caveats. One of the main things the 501 c 3 would have to do is work with every post office to get all of the books that are returned back so they are not thrown out.

Grace stated she felt that part of the issue may be that we are at a critical juncture and the Library is faced with many challenges. She mentioned that some of the issues that need to be taken care of include technology, wiring and looking at what needs to be done to make the Libraries better. She stated that it is difficult to take any one issue and isolate it because it is all bound together. Grace stated that the lease for La Farge is up in 2017. There is a larger question and it comes back to should there be a joint

County/City Library district, does it all get re-organized, or do we just get more money from the County. She felt that is why it is hard to start any one of these conversations and the best way to look at each part is come up with a process. Part of it is looking at physical, another part is looking at what the community wants and the other part is looking at how Libraries are changing.

Kitty stated that she agreed with Grace and added that the Friends are planning tentatively to have a panel on the future of Libraries in January. Those invited to be on the panel would include public librarians, one school librarian and a college librarian. Pat shared that she was invited and is trying to find some more people to be on the panel who are innovative or are facing the same problems.

Rebecca stated she feels a little suspicious of plans that give books out but aren't linked to coming to Libraries, especially when it is labor intensive. She questioned who would figure out which book is appropriate for a four year old and what their primary language is. She stated on the surface, the Dolly Parton program sounds admirable, however Libraries are very good at matching kids to books. Pat shared that the reason Books and Babies was started was to get the families to understand the concepts and come into the Library and get a Library card and check out books. Every child in the Books and Babies program gets at least one book to take home. Also, at the end of the Summer Reading program, each kid gets to pick a book to take home. Pat stated that it is valuable for the child to have the reinforcement of the families and librarians.

Kitty shared that the Friends received a letter from the County saying that the Friends were one of three organizations being invited to apply for the Dolly Parton project. It included the proposal from the Dolly Parton project. Kitty shared that the Friends did not apply because they did not think it would be feasible. Grace stated she thought it was an opportunity to have an education campaign on the Library to be presented to the County Commissioners. She stated this could start the conversation between the Library and the County. Pat stated this would be an opportunity to explain what the Library does and that the Library needs the support to provide these services. Rebecca felt that part of it is about creating a pattern of coming to the Library and feeling welcome which is different than picking up a free book.

Rebecca suggested to Kitty to find a teacher at one of the public schools who has been there long enough that they can say how it has been to teach English or History in high school when they had a school librarian and now that they do not. Kitty stated they were going to pick Sarah Hart, an outstanding Librarian. However, she is now teaching kindergarten because they did not fund the librarian position she was in. Kitty shared her concerns of only having one certified librarian per school district. Rebecca stated that is why she suggested having a teacher so that they could attest to the changes. Pat shared that there was a study done in Denver to show the success among students and showed the students were successful if there was a school librarian. The study was replicated in New Mexico, however nothing has been done. Discussion was held.

Rebecca shared that she would not be able to attend the Friends of the Library advocacy meeting and asked if these concerns could be brought up at the meeting. Kitty stated she thought it was a good idea and is on the committee as well.

Grace asked if there was an action item in regards to doing something with the Dolly Parton project. Pat stated that it would be good to get information to the County Manager. Pat asked Kitty if she knew who from the County sent the letter to the Friends. Kitty stated it was a secretary for the County Commission. Pat asked if it was Jennifer LaBar. Kitty stated she would look it up and email the name to Pat. Rebecca asked Pat if it was more efficient to go to her and ask her to circulate a memo. Pat stated she thought

it would be good to get them information and set up a meeting with the County Commissioners. Pat mentioned if Board members wanted to get together and put this together she could request to be on the agenda for a County Commission meeting. They meet once a month on Tuesdays at 3:30. Pat suggested writing a strong 1 to 1 ½ pages. Rebecca offered to help with the writing since she has other obligations and would not be able to attend the meeting. Rebecca asked if this could be done outside of a meeting. Pat stated as long as there are less than four Board members. Kitty also offered to help with the writing. Pat recapped that Grace, Rebecca and Kitty would work on the letter. Grace asked Pat what the best way was to present to the Commissioners. Pat stated the information could be presented to all of them and then the Board members could attend the County Commission meeting to add additional comments or see if there were any questions. Grace stated the focus needs to be about Library needs and include the services the Library already provides. Grace, Rebecca and Kitty agreed to work on this project together by emailing each other. Grace asked if there was a deadline. She stated that after a draft was put together, then it could be brought to the Board. Grace asked if a motion needed to be made. Pat stated at this time a motion does not need to be made. However, today the Board decided to form a committee to look into and prepare materials to be presented to the County. Grace stated she would like to have the letter drafted by next week. Discussion was held on when to present the information to the County Commissioners since an election was coming up. It was decided to present the information before the election.

Pat stated she has not attended any County fundraisers or forums for County elections. She shared that is where she would ask the candidates for their opinion on Libraries. David stated he mentioned that earlier. Joe stated that it would have needed to be started at the primary stage. Pat stated since it is past the primary, candidates could still be asked their opinion on Libraries.

DIRECTOR'S REPORT

Director's report was discussed in the President's report.

NEW BUSINESS

Joe asked if there were any complaints due to the Southside hours changing from 10:00 a.m. to 10:30 a.m. Pat stated there were two people to comment on the new hours.

Pat shared that there was approximately \$255,000.00 in the City endowment fund. The interest from that amount can be used. She stated the way the endowment reads is there needs to be a community committee to review and make or accept recommendations on how the interest is spent. Pat feels that the Library Board is a community committee and asked the Board if they all wanted to be the community committee or if they preferred to have two or three people. Pat stated they would review the endowment and make sure every year to review the fund and see how the Library would like to spend it. Pat would present a letter to the Board just as is done with the Friends to spend the Southside campaign money. Grace stated she thought it would be better to have all of the Board members involved in order to have a quorum and vote. Grace made a motion to state that what is designated as the community advising committee for the Library endowment at the City be comprised of the Library Board, seconded by Rebecca, which passed unanimously by voice vote. Joe asked how much money is brought in on an annual basis. Pat stated it was 1 percent of the balance.

Pat informed the Board that the security gates at Main are not working properly due to issues with the building. The company Useful, agreed to rebate the cost of the gates if the Library went with a more modern system. The new system is an RFID system. The gates at Southside are also not working properly and are 7 ½ years old. The same company would install the same type of gates at Southside. Pat explained to the Board

how the new system would work. The cost at Main would be paid from CIP funds. Pat shared that the balance for the Southside campaign funds is \$58,000.00. Pat is going to make a request to the Friends at their next Board meeting to use funds from the Southside campaign to pay for the security gates at Southside. The guidelines that were put in place stipulate that the money that was raised could be used for books, furniture and computers. Since the gates are connected to the entire Library computer check-out system, this purchase qualifies. The remainder would be paid from the interest from the City endowment. Joe made a motion to approve to use the money from the interest from the City endowment to fund the remainder of the Southside purchase, seconded by David, which passed unanimously by voice vote.

OLD BUSINESS

Pat shared with the Board that Southside had 129 patrons the first Sunday it opened. It has gone up to 169. In reference to Joe's question, Pat stated Main has around 550 to 600 patrons on Sundays. The new hours at Southside have been put in the *Southsider* to educate people. Joe asked if the City's Library endowment funds could be used for staff. Pat stated the funds could not be used for personnel.

Pat shared with the Board that four résumés were received for the Library Board City vacancy. Pat stated that a committee would need to be put together to review the résumés and set up interviews. Joe, David and Rebecca offered to be the committee to interview the applicants.

DATE OF NEXT BOARD MEETING

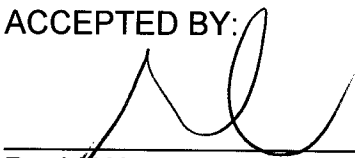
The next regularly scheduled meeting will be held on October 21, 2014 in the Pick Room, at the Main Library, 145 Washington Avenue, Santa Fe, at 4:30 p.m.

The library has received no requests for patron information and library usage through the Homeland Security act or other agencies.

ADJOURNMENT

Joe made a motion to adjourn, seconded by Grace, which passed unanimously by voice vote. The meeting adjourned at approximately 5:45 p.m.

ACCEPTED BY:



David Wagner, President



Maria Finley, Recorder