



# Agenda

CITY CLERK'S OFFICE

DATE 11/12/14 TIME 2:21p

PREPARED BY Maria Finley

REVIEWED BY [Signature]

## SANTA FE PUBLIC LIBRARY BOARD MEETING

**Main Library  
145 Washington Avenue  
Pick Room**

**Tuesday, November 18, 2014  
4:30 p.m.**

- I. ROLL CALL
- II. APPROVAL OF MINUTES  
October 21, 2014
- III. PRESIDENT'S REPORT
- IV. DIRECTOR'S REPORT
- V. NEW BUSINESS
  - 1. 2015 Library Board meeting dates
  - 2. 2015 Library Holiday closings
- VI. OLD BUSINESS
  - 1. Three year plan
  - 2. County funding
  - 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  
November 18, 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 4:38 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  
Jan Duggan  
Latifah Phillips  
Jose Sanchez

**Excused**

Emily Dwyer, Vice President

**Guest**

Kitty Sherlock

**Staff Present**

Pat Hodapp

**APPROVAL OF MINUTES**

Joe made a motion to approve the October 21, 2014 minutes, seconded by Grace, which passed unanimously by voice vote.

**PRESIDENT'S REPORT**

David shared that Pat would be emailing her Director's report to the Board members prior to the meetings. This would give the Board members an opportunity to review it before the meeting.

**DIRECTOR'S REPORT**

Pat handed out the ordinance that established the Library Board. She stated that it listed what their duties were.

**NEW BUSINESS**

Pat handed out the 2015 Library Board meeting schedule. After discussion was held, Grace made a motion to change the meeting dates to the second Tuesday of every month at 4:30 p.m. starting in 2015, seconded by Jan, which passed unanimously by voice vote.

Pat handed out the 2015 Library Holiday closing schedule and explained there were other closings the Library had besides the Holiday closings approved by the City. David made a motion to approve the schedule of Holiday closings, seconded by Rebecca, which passed unanimously by voice vote.

**OLD BUSINESS**

The Board discussed the strategic plan for the Library. Grace stated she read the 2020 vision plan and shared her thoughts with the Board. The Library Board discussed what they thought their role was and how they could address the future of La Farge and come

up with a plan and process. Different ideas on how to address the Council were brought up. The question of funding for a new Library was brought up. Pat shared with the Board that funding to build a new Library would have to be requested from State money, ICIP money and also taken to the legislative committee for consideration of Capital Improvement Funding. Instead of having surveys, a suggestion to have town hall meetings at each Library was brought up. At the town hall meetings, different options could be proposed related to the planning process for the Library. This would generate excitement by having the Community involved and getting their feedback.

Pat let the Board know that a list of projects for all three Libraries was submitted to the City to be ranked and taken to the legislature to ask for funding. She discussed the different projects for each Library and what was being presented to the legislature.

In response to Joe's question, regarding the State General Obligation bond on the ballot for the November election, Pat stated the Library would receive \$162,000.00 over the next two years. This would be used to purchase computers and materials.

Pat informed the Board that Patricia Seavey was pulling together the café RFP information to share with them.

Discussion was held on how the strategic planning subcommittee could reach out to more people and gather more information. David asked if Board members could email the subcommittee any suggestions they have on who they could meet with and talk to. Pat suggested meeting with other Library Director's in the State to see if they would be willing to give any advice to the Board. She recommended meeting with them after the first of the year.

The members of the Board were invited to attend the December 10<sup>th</sup>, City Council meeting. The Friends of the Library will be receiving a Muchas Gracias award.

Pat stated that Main would be hosting a Holiday Book Fair on November 23<sup>rd</sup>. The Book Fair will feature five area publishers organized by the New Mexico Book Co-op. Rudolfo Anaya's book, *How Chile Came to New Mexico*, will be pre-signed and available for purchase. In addition to the sale, there will be a silent auction of signed books to benefit the Library.

#### **DATE OF NEXT BOARD MEETING**

The next regularly scheduled meeting will be held on Tuesday, December 16, 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 Jan, which passed unanimously by voice vote. The meeting adjourned at approximately 5:39 p.m.

ACCEPTED BY:



David Wagner, President



Maria Finley, Recorder

## **6-11 LIBRARY BOARD.**

### **6-11.1 Library Board Created; Duties.**

There is hereby created a "public library board" as an advisory board to the governing body. The board is charged with recommending, in consultation with the head librarian and staff, policies on the use of the library, book selection, acceptance of gifts and bequests, and such other matters as a public library board may properly recommend policy on. (Ord. #1962-13, §2; Code 1973, §15-6; Ord. No. 1979-34, §15.1-6; Ord. #1980-41, §7; SFCC 1981, §8-2-1)

### **6-11.2 Membership; Appointment; Terms; Compensation and Officers.**

The board shall consist of seven (7) members, five (5) of whom shall be residents of the city, and two (2) of whom shall be residents of Santa Fe county outside the incorporated boundaries of the city. City resident members shall be appointed by the mayor with the approval of the majority of the city council. County residents shall be appointed by the mayor on the advice of the county commission and with approval of a majority of the city council. Members shall serve without compensation. The mayor, with the consent of the city council may also designate from the city council an ex-officio member of the library board. Board members shall serve three (3) year staggered terms. Members shall be appointed to and shall serve no more than two (2) consecutive full terms, provided, however, that such limitations shall not apply to any partial terms to which members may from time to time be appointed because of vacancies occurring as a result of resignation, death or removal of members. Terms of ex-officio members from the city council shall be for two (2) years, with no regard for terms of office of regular members and with no limitations as to number of consecutive terms an ex-officio may serve. At the board's first regular meeting in July of each even-numbered year, members shall elect a president, vice-president, and such other officers as may be necessary and proper to carry out the functions of a public library board. (Ord. #1962-13, §4; Code 1973, §15-8; Ord. #1976-20, §2; Ord. #1979-34, §15.1-8; Ord. #1980-41, §9; SFCC 1981, §8-2-2)

### **6-11.3 Removal of Members.**

Members of the library board shall serve at the pleasure of the governing body and may be removed at any time by the governing body. (Ord. #1962-13, §5; Code 1973, §15-9; Ord. #1979-34, §15.1-9; Ord. #1980-41, §10; SFCC 1981, §8-2-3)

### **6-11.4 Filling of Vacancies.**

On the death, removal, resignation, change of residence from the city or inability of a member of the board to act, a vacancy on the board shall exist. This vacancy shall be filled by appointment by the mayor with the consent and approval of the city council for the unexpired portion of the term of such member. (Ord. #1962-13, §6; Code 1973, §15-10; Ord. #1979-34, §15.1-10; Ord. #1980-41, §11; SFCC 1981, §8-2-4)

### **6-11.5 Violation of Rules; Punishment.**

Any person violating any of the provisions of Section 1-3 of Chapter I, SFCC 1987, or any of the rules and regulations posted in the library, or carrying away without authority, misusing, cutting, writing on, damaging, defacing, tearing or destroying any book, periodical, map, newspaper, audio-visual materials, or any property devoted to the public library use shall be assessed a fine for replacement or repair of any damaged property. Any person who refuses to pay the fine shall

be punished in accordance with Section 1-3, SFCC 1987. (Ord. #1962-13, §10; Code 1973, §15-5; Ord. #1979-34, §15.1-5; Ord. #1980-41, §6; SFCC 1971, §8-2-5)

**SANTA FE PUBLIC LIBRARY  
LIBRARY BOARD 2015 MEETINGS  
MEETINGS ARE HELD 2<sup>ND</sup> TUESDAYS AT THE MAIN LIBRARY AT 4:30**

**January 13<sup>th</sup>  
February 10<sup>th</sup>  
March 10<sup>th</sup>  
April 14<sup>th</sup>  
May 12<sup>th</sup>  
June 9<sup>th</sup>  
July 14<sup>th</sup>  
August 11<sup>th</sup>  
September 8<sup>th</sup>  
October 13<sup>th</sup>  
November 10<sup>th</sup>  
December 8<sup>th</sup>**

## Library Holiday Closings, 2015

<b>Date</b>	<b>Holiday</b>	<b>Main</b>	<b>La Farge</b>	<b>Southside</b>
Thur, Jan 1	New Year's Day	Closed	Closed	Closed
Mon, Jan 19	Martin Luther King Jr. Day	Closed	Closed	Closed
Sun, April 5	Easter	Closed	Closed	Closed
Mon, May 25	Memorial Day	Closed	Closed	Closed
Fri, July 3	Independence Day (Observed)	Closed	Closed	Closed
Sat, July 4	Independence Day	Closed	Closed	Closed
Mon, Sept 7	Labor Day	Closed	Closed	Closed
Fri, Sept 11	Santa Fe Fiesta	Closed at 1pm	Closed at 1pm	Closed at 1pm
Sat, Sept 12	Fiesta	Closed	Open	Open
Sun, Sept 13	Fiesta	Closed	Closed	Open
Mon, Oct 12	Columbus Day	Closed	Closed	Closed
Wed, Nov 11	Veterans Day	Closed	Closed	Closed
Thur, Nov 26	Thanksgiving	Closed	Closed	Closed
Fri, Nov 27	Presidents' Day (Observed)	Closed	Closed	Closed
Thur, Dec 24	Christmas Eve	Closed at 1 pm	Closed at 1 pm	Closed at 1 pm
Fri, Dec 25	Christmas Day	Closed	Closed	Closed
Thur, Dec 31	New Year's Eve	Closed at 1 pm	Closed at 1 pm	Closed at 1 pm
Fri, Jan 1, 2016	New Year's Day	Closed	Closed	Closed

( ) Approved

( ) Not Approved

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Brian K. Snyder, City Manager

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Date