



Agenda

DATE 11/7/17 TIME 10:15

SERVED BY Marie Finley

RECEIVED BY [Signature]

SANTA FE PUBLIC LIBRARY BOARD MEETING

**Main Library
145 Washington Avenue
Pick Room**

**Tuesday, November 14, 2017
5:45 p.m.**

- I. ROLL CALL
- II. APPROVAL OF MINUTES
September 12, 2017
- III. PUBLIC COMMENT
- IV. PRESIDENT'S REPORT
- V. DIRECTOR'S REPORT
- VI. NEW BUSINESS
 - 1. Technical Services Presentation-Margret Baca
 - 2. Approval of Meeting Room Policy Revisions
 - 3. Approval of 2018 Library Holiday Closings
 - 4. Approval of 2018 Library Board Meeting Dates
 - 5. Report from RFP/Planning Subcommittee
 - 6. Friends Board Report
- VII. OLD BUSINESS
 - 1. Update on Library Needs/Services
- VIII. 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 12, 2017
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 5:49 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:

<u>Members Present</u>	<u>Excused</u>	<u>Guest</u>	<u>Staff Present</u>
Rebecca Allahyari, V.P.		Wendy Hitt	Pat Hodapp, Library Director
Susan Gilbert		Mary Schruben	Maria Finley
Latifah Phillips			
Rebecca Phillips			
David Wagner, President			

APPROVAL OF MINUTES

Susan made a motion to approve the August 8, 2017 minutes, seconded by Rebecca Phillips, which passed unanimously by voice vote.

PUBLIC COMMENT

Mary Schruben stated that she attended the Kris Anne Hall public events on the Constitution. She stated that she heard there was some controversy on whether or not they should be allowed to present and felt the need to say out loud and very strongly that the Library and the tax dollars that support it have a responsibility for making sure all voices are heard in public spaces. She supports the Boards decision on allowing the meetings to be held.

Wendy spoke on behalf of the Friends and shared with Mary that the issue was never a question on whether to allow the events to go on and informed her that the Library allows all sides to be heard and provides the meeting space. Wendy stated that the Friends were asked to co-sponsor the event. She stated that after the posters went out, several Friends Board members said that the events were not apolitical and were not going to be open forums. She shared that the Friends asked to have the sponsorship removed. They never requested that the events not be held.

Pat stated that some people questioned why she contacted the City Attorney about the events being held. She shared that any event where the intent is questionable, it is taken to the City Attorney. She stated that the Library does support the First Amendment.

Mary brought up the merchandise being solicited at the public events and informed the Board that it was not sold in the Library; however, it was available in the parking lot. It

was suggested that going forward the rules need to be more specific or contractual to ensure that people are not selling their ideas and/or merchandise on Library premises.

PRESIDENT'S REPORT

David brought up the Library Board applicants and shared that interviews were held. The selection committee selected Marie Schow and Carlo Brady to fill the two City vacancies. He provided the Board with background information on Ms. Schow and Mr. Brady. The Library Board agreed to submit their names to the Mayor for consideration. In response to a question regarding informing the candidates of the decision, Pat stated she would inform them. She stated she would also send letters to the non-selected applicants. It was agreed to have a couple of Board members meet with the potential members to provide them with background information on the Library and the work being done by the Library Board.

DIRECTOR'S REPORT

Pat brought up the Mayor's Literary Award and shared that it will be part of the Mayor's Awards of Excellence. She stated that the event will be held on October 27, 2017 at the Convention Center. The cost is \$75.00 per person. She shared that N. Scott Momaday will be presented with the Literary Award from the Library and George RR Martin will be presented with a Film/Literary Award from the City of Santa Fe Film Office. Pat shared that there will also be two separate public events, held at a later date, which will be free to the public.

Pat reported that she is working on the grant for the Brindle Foundation. The request is for \$24,000 to fund Books and Babies. In addition to request funding for the current Books and Babies, a request to fund thirty-two sessions of Spanish Bi-lingual Books and Babies was included. If approved, one program will be held at La Farge for sixteen weeks and the other program will be held at Southside for sixteen weeks. Pat stated she is waiting to hear from the Santa Fe Community Foundation regarding the request for \$10,000. Those funds will also be allocated to the Spanish Bi-lingual Books and Babies program. The Brindle Foundation has been informed of the request being made to the Santa Fe Community Foundation. This Fall, through two donations, there will be two sessions of Spanish Books and Babies held at Southside.

Pat updated the Board on current Library vacancies. She shared it has been a struggle to provide coverage when staff is out sick or on leave. With limited staff, some areas like children's will have to be closed in order to provide coverage in other sections of the Library.

Pat brought up programming and shared that Adam Reilly is in the process of working with the Incubator to have a series of programs. She also shared that the Library might have a pilot program on coding to see if kids would be interested; Bae is working on that project.

NEW BUSINESS

Pat stated that the Technical Services presentation scheduled for the Board meeting has been postponed until the new Library Board members have been approved to fill the vacancies. She shared that plans to have the Technology presentation are also still in place.

Wendy reported that the Friends are entering Fall book sale season. She provided book sale dates for each location. Wendy stated that the Friends are having a donor appreciation party on October 5, and invitations were emailed. She shared that the search for Board members continues and has had two inquiries by email. Wendy informed the Board that after this year, the Book club at Bourbon Grill will be open only to Friends members.

OLD BUSINESS

Pat reported that La Farge construction will be completed by September 29, 2017.

Pat reported that City staff contracted with a company to fix a leak at Main that was coming from the second floor men's restroom. Pat went over what was done and shared that most work was done during the Fiesta closure to avoid being closed to the public.

David brought up the Resolution and the need to form a subcommittee to work on the RFP. David and Rebecca Allahyari agreed to be on the RFP/Planning subcommittee. Outside contacts will also be included in helping draft an RFP. A suggestion to contact the two potential Board members to see if they would be interested on serving on one of the subcommittees was made. After discussion was held, David stated he would email the draft to the Board members for input.

David brought up the Fundraising subcommittee and stated it was time to start focusing on raising the additional funds needed for the study. He stated he would contact everyone on the subcommittee to set up a meeting.

Latifah mentioned a celebration being held in January to celebrate 15 years of the Indian Education Act. She shared she is reaching out to different institutions to see if they are interested in hosting events leading up to the celebration. Pat provided Latifah with ideas that can be held at the Library.

DATE OF NEXT BOARD MEETING

The next regularly scheduled meeting will be held on October 10, 2017 in the Community Room, La Farge Branch Library, 1730 Llano Street, Santa Fe, at 5:45 p.m.

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

ADJOURNMENT

David made a motion to adjourn, seconded by Rebecca Allahyari, which passed unanimously by voice vote. The meeting adjourned at approximately 6:51 p.m.

ACCEPTED BY:

David Wagner, President

Maria Finley, Recorder

Library Holiday Closings, 2018

Date	Holiday	Main	La Farge	Southside
Mon, Jan 1, 2018	New Year's Day	Closed	Closed	Closed
Mon, Jan 15	Martin Luther King Jr. Day	Closed	Closed	Closed
Mon, May 28	Memorial Day	Closed	Closed	Closed
Wed, July 4	Independence Day	Closed	Closed	Closed
Mon, Sept 3	Labor Day	Closed	Closed	Closed
Fri, Sept 7	Santa Fe Fiesta	Closed at 1pm	Closed at 1pm	Closed at 1pm
Sat, Sept 8	Fiesta	Closed	Open	Open
Sun, Sept 9	Fiesta	Closed	Closed	Open
Mon, Oct 8	Indigenous Peoples Day	Closed	Closed	Closed
Mon, Nov 12	Veterans Day (Observed)	Closed	Closed	Closed
Thur, Nov 22	Thanksgiving	Closed	Closed	Closed
Fri, Nov 23	Presidents' Day (Observed)	Closed	Closed	Closed
Tues, Dec 25	Christmas Day	Closed	Closed	Closed

() Approved

() Not Approved

Brian K. Snyder, City Manager

Date

**SANTA FE PUBLIC LIBRARY
LIBRARY BOARD 2018 MEETINGS
MEETINGS ARE HELD 2ND TUESDAYS AT THE MAIN LIBRARY AT 5:45 PM**

**January 9th
February 13th
March 13th
April 10th
May 8th
June 12th
July 10th
August 14^h
September 11th
October 9th
November 13th
December 11th**