



# Agenda

CITY CLERK'S OFFICE

DATE 7/7/15 TIME 3:37pm

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## SANTA FE PUBLIC LIBRARY BOARD MEETING

**Main Library  
145 Washington Avenue  
Pick Room**

**Tuesday, July 14, 2015  
4:30 p.m.**

- I. ROLL CALL
- II. APPROVAL OF MINUTES  
April 14, 2015
- III. PRESIDENT'S REPORT
- IV. DIRECTOR'S REPORT
- V. NEW BUSINESS
  1. Review and approval of updated Library Rules of Conduct
  2. Library Board vacancies
- VI. OLD BUSINESS
  1. Three year plan
  2. 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  
April 14, 2015  
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 4:30 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  
Emily Dwyer, Vice President  
Grace Brill  
Jan Duggan  
Jose Sanchez  
Latifah Phillips

**Excused**

Rebecca Allahyari

**Guest**

Wendy Hitt

**Staff Present**

Pat Hodapp, Library Director  
Isaac Pino, Department Director

**APPROVAL OF MINUTES**

Emily made a motion to approve the March 10, 2015 minutes, seconded by Jan, which passed unanimously by voice vote.

**PRESIDENT'S REPORT**

No President's report.

**DIRECTOR'S REPORT**

Pat introduced Isaac Pino, Department Director of both Community Services and Public Works. Isaac discussed his past employment history and his current role with the City of Santa Fe. He explained his role with the Library and working with Pat.

Isaac asked the Board for any comments or questions. David shared with Isaac what the Board has been working on for the last few months and asked if plans are being made regarding the future of the Library or the system or funding. Isaac shared that the City is still trying to fill gaps in the City budget on an annual basis since the recession. He shared that there is currently no planning regarding the Library. Discussion has not been held on the future of the Library or any other function of the City in terms of capital outlay or buildings or relocation of buildings. He informed the Board that there are no plans to close or move La Farge. Discussion was held.

Isaac provided the Board with background information regarding the La Farge lease between the schools and the City. Discussion was held. After discussion was held, Latifah shared that she would talk with the school Board President to find out the status. The Board would then wait to hear from Latifah.

Isaac shared that the Children and Youth department is conducting a youth survey to gather data on whether or not teens would like to have a teen center. The results of the survey are due at the end of April. Discussion was held.

In response to Grace's question, Isaac explained that any agreements between the City and County would have to be worked out between the City Councilors and County Commissioners. Isaac informed the Board if they were interested in presenting an idea, they would have to find a City Councilor and County Commissioner interested in representing the idea and it would have to be worked out by both governing bodies.

The Board thanked Isaac for attending the meeting and for the information he provided.

Pat shared that the State plans to hold a summit on Libraries. The State plans on doing a needs assessment in Libraries all over the State by June 2016. A needs assessment has not been done since 1991.

The Library purchased a service through Survey Monkey. A survey was put on the website for patrons to fill out. There were a total of 900 responses. Responses will be used to help make changes based on patron input.

Pat shared that the Friends making Friends conference was held and was a success.

#### **NEW BUSINESS**

None

#### **OLD BUSINESS**

Pat had three handouts for the Board; a list of periodicals that are newly available on overdrive, a list of downloadable services that the Library currently provides and is in the process of providing, and plans for the future. The third was an article from Library Journal on an innovative US Library.

Pat informed the Board that there is a five year plan for technology. As of this June, the Library plans to have music that can be downloaded or listened to online.

GO Bond money will be used to help rewire Main. Pat discussed the areas that would be rewired.

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

The next regularly scheduled meeting will be held on May 12, 2015 in the Pick Room, at the Main Library, 145 Washington Avenue, Santa Fe, at 4:30 p.m.

#### **ADJOURNMENT**

Emily made a motion to adjourn, seconded by Jan, which passed unanimously by voice vote. The meeting adjourned at approximately 5:36 p.m.

ACCEPTED BY:

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David Wagner, President

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Maria Finley, Recorder

The Library Board has established these Rules of Conduct so that library users and staff have a clean, pleasant, and safe environment. We need your cooperation to reach this goal.

The following are not permitted in the library:

- o Smoking, use of tobacco products, **use of electronic smoking devices, with or without nicotine**, eating, drinking (except water), solicitation, panhandling, sleeping, **fundraising**
- o Bicycles, roller skates, skateboards, rolling shoes, **cleats**
- o Unattended personal property
- o Animals (except service animals or animals in programs sponsored by the Library)
- o Unsupervised children 9 years of age or younger (must be accompanied at all times by a person 13 years or older)
- o Inappropriate attire (footwear and shirt required) or **bodily hygiene so offensive as to create a nuisance to others**
- o Taking photographs or video without the express permission of the subject(s)
- o Disruptive behavior, disrespect of the rights of other patrons and staff, **harassment either verbal or through actions**
- o Damage, **mutilation or** misuse of library property
- o Sexual misconduct, including the viewing or display of sexually explicit materials
- o Alcohol, weapons, activities prohibited by law
- o **Cell phone use that impinges on the rights of others**
- o **Being under the influence of alcohol or drugs**
- o **Entering unauthorized areas or remaining in the building when requested to leave**
- o **Tampering with or intentionally damaging library computer hardware or software**

RULE VIOLATIONS: Any patron not abiding by these or other rules and regulations of the library may be asked to leave the library premises. Library employees will contact the Santa Fe Police Department if deemed advisable. Any patron who repeatedly violates the library rules and regulations, or who is disruptive, or who engages in criminal behavior on the library premises shall be denied the privilege of access to the library for a period of one (1) to 180 days (6 months) by the Manager or Librarian in charge. Any patron whose privileges have been denied may have the decision reviewed by the Library Director.

The posting of these rules does not prohibit the enforcement of any applicable federal law, New Mexico statutes, or Santa Fe City ordinances as necessary.

SFPL Rules of Conduct Committee July 14, 2014

Approved by the Santa Fe Public Library Board on \_\_\_\_\_