



Agenda

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SANTA FE PUBLIC LIBRARY BOARD MEETING

**Main Library
145 Washington Avenue
Community Room**

**Tuesday, March 8, 2016
5:45 p.m.**

- I. ROLL CALL
- II. APPROVAL OF MINUTES
February 16, 2016
- III. PRESENTATION
Introduction of Library Board members to Mayor
- IV. PRESIDENT'S REPORT
- V. DIRECTOR'S REPORT
- VI. NEW BUSINESS
1. Nominations/Election of Vice President
- VII. OLD BUSINESS
1. Update on Outreach to Schools
2. Update on Library Needs/Services
- VIII. DATE OF NEXT BOARD MEETING
- IX. 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
February 16, 2016
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 5:55 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

Rebecca Allahyari
Grace Brill
Latifah Phillips
Rebecca Phillips
Jose Sanchez
David Wagner, President

Excused

Anna Naruta-Moya

Guest

Wendy Hitt

Staff Present

Pat Hodapp, Library Director

APPROVAL OF MINUTES

Grace made a motion to approve the December 8, 2015 minutes, seconded by Latifah, which passed unanimously by voice vote.

PRESIDENT'S REPORT

David informed the Board that he, Pat and Latifah met with the Mayor to discuss the La Farge lease and the Resolution regarding Library planning. Pat updated the Board regarding the La Farge lease deadlines. David stated that the Mayor would be attending the March Board meeting. In response to Rebecca Phillip's question regarding the Resolution for Library planning, David shared that he met with several Councilors and Councilor Trujillo was working with him. David stated that the Resolution was not moving forward at this time. In response to Rebecca Phillip's question regarding meeting the Mayor in March, David stated that the Library Board wanted to invite the Mayor so he could meet the Board. This would also be an opportunity to discuss any Library issues.

Strategic planning was brought up. Grace discussed what she felt should be looked at and felt a demographic component and a usage pattern component is an important part of the planning process. An assessment needs to be done on what best practices are, infrastructure needs, wiring, square footage, etc. Pat stated that staff are working on statistics to show Library patron usage, checkouts, and programs held. David suggested calling for town meetings and getting community input. Grace stated there has to be an overall strategy and there needs to be a goal. She worries about getting community input and not being able to follow through with what is being requested by the community.

David informed the Board that Wendy wanted to speak about an event that was coming up. Wendy invited the Library Board and Library staff to an annual retreat being facilitated by Jean Block. The reason for the retreat and why they are inviting the Library

Board and staff is so that the Friends can help work in conjunction with what the Library needs. It will be held in the Community Room at the Main Library on Saturday, April 30 from 10:30 a.m. – 3:00 p.m. She shared that the working title is Supporting the Future of the Santa Fe Public Library. Grace suggested sending a formal invite to be able to RSVP.

DIRECTOR'S REPORT

Pat informed the Board that Mary Schruben contacted her after the December 8 Board meeting for an in-depth follow up. Pat did follow up with Ms. Schruben.

Pat shared that staff are working on different scenarios to come up with ways the Library could save the City money. She stated there are Councilors that would like to have the budget balanced in one year. In response to Grace's questions, Pat stated that departments were asked to cut their budgets by five percent. Pat shared that staff are also working on comparisons of our Library services to like Libraries around the country. Staff are also looking at public Libraries that have built or renovated downtown Libraries in the last few years because those cities felt that it was important for the downtown economy. In response to Rebecca Allahyari's question regarding what the cost would be to close La Farge, Pat stated she would need to do some research on what the cost would be. Pat stated a possible scenario to look at would be if each Library closed for two days, excluding weekends, to see how much that would save. Rebecca Allahyari felt that alternating days would create havoc and it would be frustrating to get to the Library and find that it is closed. Rebecca Phillips stated it could also mean a potential loss of patrons. Pat shared that Denver dealt with that and it took a while for patrons to get used to.

Pat handed out her Library report and discussed the different programs the Library was working on.

Pat brought up the Mayor's Literary Award and shared that she met with the Mayor and a volunteer, Daniel Gibson. Mr. Gibson had great ideas for the Literary Award. She is working on a Resolution to get it established. The City Attorney's office informed Pat that the Library could not give cash prizes due to the anti-donation clause. She handed out a sample nomination guideline and requirements form. In response to Grace's question regarding selecting a committee, Pat stated that a committee appointed by the Library Board would recommend the recipients. The event would take place in the fall. Pat stated that Mr. Gibson requested to attend the Friends meeting to provide them with more information. The Friends have not made a decision on whether or not they would be involved with this event. Wendy stated she was hoping Pat would bring it up at the next Friends meeting. Pat stated she would.

NEW BUSINESS

David welcomed and thanked Rebecca Phillips for joining the Board. Rebecca stated she was happy to be on the Board. In response to Rebecca Phillip's question regarding Board terms, Pat stated that the members' whose terms are expiring can be re-appointed. Joe will not be seeking re-appointment. Pat stated that the Mayor did ask to have any vacancies advertised. There are also applicants from the last advertisement on file which will also be looked at.

OLD BUSINESS

School outreach was brought up. Latifah provided the Board with background information regarding a Resolution that was passed between the City Council and the

School District when they met in 2013. Discussion was held on what would need to be done to work with the Schools to be able to promote the activities happening at the Library. Latifah stated that the next School Board meeting was March 15 and would like a Resolution on their agenda. In response to Latifah's question regarding the process for putting together a Resolution, Pat stated she would find out and let the Board know.

DATE OF NEXT BOARD MEETING

The next regularly scheduled meeting will be held on March 8, 2016 in the Pick Room, at the Main Library, 145 Washington Avenue, Santa Fe, at 5:45 p.m.

A request was made to have an agenda item selecting a Vice President for the Library Board at the meeting in March.

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 7:04 p.m.

ACCEPTED BY:

David Wagner, President

Maria Finley, Recorder