



Agenda DATE 4/5/14 TIME 10:54

PREPARED BY Maria Finley

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SANTA FE PUBLIC LIBRARY BOARD MEETING

**Main Library
145 Washington Avenue
Pick Room**

**Tuesday, April 12, 2016
5:45 p.m.**

- I. ROLL CALL
- II. APPROVAL OF MINUTES
March 8, 2016
- III. PRESIDENT'S REPORT
- IV. DIRECTOR'S REPORT
- V. NEW BUSINESS
 1. Nominations/Election of Vice President
 2. Approval of revised Circulation Policy
 3. Approval of revised Circulation Application
- VI. OLD BUSINESS
 1. 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
March 8, 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 5:52 p.m., in the Community 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>
Grace Brill	Rebecca Allahyari	Judy Bronson	Pat Hodapp, Library Director
Latifah Phillips	Anna Naruta-Moya	Wendy Hitt	Mayor Javier Gonzales
Rebecca Phillips		Judy Klinger	
Jose Sanchez		Moira Gehring	
David Wagner, President		Elizabeth Martinez	
		Paige Pinnell	
		Scott Sheldon	
		Susan Sheldon	
		Annie Sahlin	

APPROVAL OF MINUTES

Grace made a motion to approve the February 16, 2016 minutes, seconded by Rebecca, which passed unanimously by voice vote.

PRESENTATION

David thanked everyone for attending the Board meeting and shared that the Mayor would be in attendance. The Mayor arrived and David presented him with a Library card. David introduced the Library Board members to the Mayor. David shared with the Mayor that the Board was still concerned about La Farge and asked if the lease could be extended. The Mayor stated that there was a lot of work going on at City Hall to try and meet the goals of the framework that the Council adopted to solve the budget deficit. He informed the Board and the guests in attendance that the general services area is severely underfunded because more than seventy percent of the City's budget comes from gross receipt taxes and less than ten percent comes from property taxes. He explained the cause for the decline in gross receipt taxes.

The Mayor stated that the Library fits into the general services category and shared the percentage amounts allocated for each City service. Forty-six percent is allocated for Fire and Police, twenty-six percent is for Quality of Life, which includes Libraries, Parks, Recreation and Seniors, twenty percent is for Administration, and eight percent is for Public Works. The Mayor also explained that Southside salaries are paid for with capital improvement bonds. That budget should have been allocated to fund public works projects. He shared that the City Council approved using CIP to build the Southside Library; however, there was not any recurring budget to fund salaries and operations. Due to the Southside Library being funded with non-recurring funds, it puts the City at huge risk if a budget fix is not found. It also minimizes the money that is put into infrastructure throughout the City.

Regarding the future of La Farge, the Mayor stated the important thing to remember about La Farge, is that it is being used. He stated that Southside and Main are also being used; however, he believes La Farge is at the heart of the City. The Mayor stated that the question regarding if the lease with the Santa Fe Public Schools should be extended for La Farge would probably be brought up in the budget session. The City would also have to work with the Schools to inform them of their plans. He also shared that another question that could be brought up is if La Farge should be moved to the Fogelson building at the Santa Fe University of Art and Design. He shared that there would have to be capital improvements to have a functioning Library. The Mayor shared that he spoke to David about this and stated that these are the conversations that need to happen as a community to be able to determine the proper home for La Farge. The Mayor shared that if La Farge is moved to Fogelson; there would be many opportunities to see how to utilize that facility. The Mayor brought up the idea of having a café or a learning center in addition to the regular Library. He stated that there is a strong demand for the presence of a Library in that area of town. The Mayor stated that he would be interested in input or recommendations by the Board.

David stated that he would like to talk about the planning and feasibility study for the future of the Library system. He brought up the idea of having a Library District. The Mayor agreed and stated that he would like to have a layout, a blue print for the future Library system in Santa Fe, what it would look like and how it would serve the community. He also stated that Libraries are critical but are often understated when quality of life for families is brought up. The Mayor stated he would be happy to introduce a resolution for a feasibility study that would work on identifying the revenues, and also study the creation of a district, so that there is an independent funding source for Libraries. He shared the different funding sources that could contribute to a Library District and stated that the mechanisms would have to be looked at. Discussion was held on a taxing district, planning and funding.

In response to a question from a member of the public regarding the Main Library, the Mayor stated he hopes the feasibility study will show what role the Main Library will continue to play in the future. He stated that there should be a presence of Libraries throughout the City. Questions that could be asked are how it should be used and what type of programming should be provided. Another member from the public stated that Main is one of the few reasons for a resident like herself to come downtown. Pat shared that other cities, in the last eight years, have been renovating and creating larger downtown Libraries. She stated that the cities have made their Libraries the anchor for arts, entertainment and the community.

Pat shared that staff compiled statistics to show who is using the Library and at what times. She stated that the Library fought very hard to get Wi-Fi in the Libraries and at City Hall and had it not been approved, the Library would be behind on its technology plan.

The Mayor stated that after a budget fix is in place, as a community, we can all move forward and become excited and understand why Santa Fe has a Library system as well as why we have other quality of life services. The Mayor thanked the Board for their service and shared that the Libraries are not forgotten. He stated that Pat will need to have an active conversation throughout the budget process.

Regarding looking into a Library District, Latifah stated that it would be important to have a stable funding source and a clear plan. Grace stated that the feasibility study would need to happen first. David shared the process to get started on a feasibility study; a Resolution RFP would need to be passed by the Council, funding would need to be provided, and an RFP would need to be put out for a group to start the study.

PRESIDENT'S REPORT

An update was provided regarding the Mayor's literary award. Pat shared that she is working on getting a committee to assist in planning. Pat asked for members from the Board to be part of the committee. She informed them that there are two members from the community willing to serve on the committee. Discussion on literary plans was held. David and Latifah stated they could serve on the committee.

DIRECTOR'S REPORT

Pat informed the Board that the circulation application has been revised and would be sending it to them. She shared that language was added to clarify that patrons are responsible for any items that they check-out. The application was reviewed and approved by the City Attorney's office and she will be bringing it to the Library Board to approve at the meeting in April. The circulation policy has also been updated and will also be put on the agenda to be approved.

NEW BUSINESS

The agenda item selecting a Vice President for the Library Board was postponed. David requested to have it placed on the agenda for the April 12, Library Board meeting.

OLD BUSINESS

Pat stated that she spoke with the Assistant City Attorney regarding the Resolution from 2013 between the Schools and the City. He informed her that the Resolution is still in effect and the last paragraph in the Resolution could be used to form a committee to work with the Schools. The Schools would need to be willing to form a committee to work with the Library Board committee. Pat stated that if there was a contact person to follow through with the Resolution from 2013, it would provide the Board with the framework on what could be done and to educate people and get things started. The committee would be able to come up with ways to celebrate as things happen. Pat stated that she liked the idea of the Library staff trying to track the percentage of kids from each school. Pat shared the process that would need to be taken if the Library Board decided to pass a new Resolution. In response to David's question regarding more work for the staff, Pat shared there are three librarians in the children's department and stated that without more staffing and budget to accommodate the fourteen thousand kids in the public schools, it would be a challenge to keep up with the demand. Pat shared that the Friends have stepped up to provide money for summer reading, winter reading and the programs that are offered. Rebecca stated that part of the discussion in the committee should be how to meet that demand. After discussion was held, David asked if Rebecca would be willing to work with him to put something together for the School Board to present at a future meeting, she agreed. Latifah stated that she could take some of the information in the Resolution and put it into a presentation. Suggestions made by Latifah for the presentation; include Library sites, programming, current number of kids participating and what the outcome of this partnership will be. The question of when to present to the School Board was brought up. Pat stated she would get back to the Library Board on a possible date.

Pat informed the Board that due to the budget shortfall, departments were asked to turn in efficiencies. She shared the different scenarios turned in. Pat stated that the Library has lost six positions since 2010. There are currently fifty-eight staff members.

DATE OF NEXT BOARD MEETING

The next regularly scheduled meeting will be held on April 12, 2016 in the Pick Room, at the Main Library, 145 Washington Avenue, 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

Joe made a motion to adjourn, seconded by Rebecca Phillips, which passed unanimously by voice vote. The meeting adjourned at approximately 7:35 p.m.

ACCEPTED BY:

David Wagner, President

Maria Finley, Recorder