

City of Santa Fe



Agenda

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SANTA FE PUBLIC LIBRARY BOARD MEETING

**Main Library
145 Washington Avenue
Pick Room**

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

- I. ROLL CALL
- II. APPROVAL OF MINUTES
June 14, 2016
- III. PRESIDENT'S REPORT
- IV. DIRECTOR'S REPORT
- V. NEW BUSINESS
 1. Welcome Board Member
 2. Election of Officers
- VI. OLD BUSINESS
 1. Update on Library Needs/Services
- VII. DATE OF NEXT BOARD MEETING
- VIII. ADJOURNMENT

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**MINUTES OF THE
CITY OF SANTA FE
PUBLIC LIBRARY BOARD MEETING
June 14, 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 6:00 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, V.P.
Latifah Phillips
Rebecca Phillips
Jose Sanchez
David Wagner, President

Excused

Grace Brill

Guest

Staff Present

Pat Hodapp, Library Director

APPROVAL OF MINUTES

Joe made a motion to approve the May 10, 2016 minutes, seconded by Latifah, which passed unanimously by voice vote.

PRESIDENT'S REPORT

David brought up Library Board vacancies and asked for an update. Pat stated that Nina Callanan's resume along with David's re-appointment letter was submitted to the Mayor for consideration. The County is aware of the vacancy and they informed Pat that they would be advertising for the County vacancy. Rebecca Allahyari's re-appointment letter was submitted to the County. The other City vacancy will be advertised this week.

The letter that the planning subcommittee has been working on was brought up for discussion. Ideas that were mentioned included being prepared for change and adaptation, understanding what a good library system would look like, and location for service delivery should be based on the vision and plan. After discussion was held, the Board members all agreed that it would be a good idea to have David and Rebecca Allahyari present the final planning letter at a City Council meeting. Pat stated she would find out if the Board would be able to do a presentation at a City Council meeting and let them know. David shared that the Friends informed him that they would provide some funding for the study.

DIRECTOR'S REPORT

Pat informed the Board that the budget for fiscal year 2016-2017 was approved by City Council. She shared that there were no cuts to library hours; however, the library is still responsible for coming up with \$115,500 in savings. She was directed to work with the City Manager to come up with the savings. Pat handed out the desk schedules for circulation at Main and circulation/children's at Southside. She went over the vacancies and stated that the library does not have enough staff to cover the shortages. There are currently six vacancies; three at Main and three at Southside. Pat is working on a plan to present to the City Manager to try to cover the vacancies; not having enough staff creates a safety issue. Discussion was held.

Pat shared that someone went into the Men's restroom at Main and smashed the toilet, sink and mirror with a hammer; the individual was arrested. She also shared with the Board that the City recently provided shooter awareness training for staff.

Pat is working with the Director of Youth and Family Services to find a way to provide books for kids that attend the City's summer program. She stated that results from a poll taken showed that the kids wanted to read in the afternoon after they had finished with their daily activities. She is also trying to find children's books for the lunch box program. During the summer this program provides food for children in underserved areas. Last year Pat was able to provide books, which were not owned by the Library, to the children and would like to support the program this year.

Pat stated that she was contacted by Estevan Rael-Gálvez to provide feedback regarding suggestions that were brought up for the libraries during the Culture Connection workshops. She informed the Board that she responded to Mr. Rael-Gálvez.

Pat submitted the Brindle grant request for Books and Babies next year. She also requested additional funding for the Spanish/Bi-lingual Books and Babies program. She would like to be able to offer the Spanish/Bi-lingual Books and Babies all year next year. Pat will also be donating partial proceeds she gets from her book to the Spanish/Bi-lingual program.

NEW BUSINESS

None

OLD BUSINESS

Pat informed the Board that the CIP budget was approved. Money was allocated for La Farge to have the bathrooms brought up to ADA standards and for wiring the building. Money was also allocated for Main to wire the second floor; this will provide the second floor with improved wireless connection for the Community room and staff offices.

DATE OF NEXT BOARD MEETING

The next regularly scheduled meeting will be held on July 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

Rebecca Phillips made a motion to adjourn, seconded by David, which passed unanimously by voice vote. The meeting adjourned at approximately 7:16 p.m.

ACCEPTED BY:

David Wagner, President

Maria Finley, Recorder