



# Agenda

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## SANTA FE PUBLIC LIBRARY BOARD MEETING

**Main Library  
145 Washington Avenue  
Pick Room**

**Tuesday, December 13, 2016  
5:45 p.m.**

- I. ROLL CALL
- II. APPROVAL OF MINUTES  
November 8, 2016
- III. PUBLIC COMMENT
- IV. PRESIDENT'S REPORT
- V. DIRECTOR'S REPORT
- VI. NEW BUSINESS
  1. Report from Special Library Board meeting
  2. 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  
November 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 5:45 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.  
Nina Callanan  
Susan Gilbert  
Latifah Phillips  
Rebecca Phillips  
David Wagner, President

**Excused**

Joshua Finnell

**Guest**

Wendy Hitt

**Staff Present**

Pat Hodapp, Library Director

**APPROVAL OF MINUTES**

David made a motion to approve the September 13, 2016 minutes, seconded by Susan, which passed unanimously by voice vote.

**PRESIDENT'S REPORT**

David brought up the Thank You party being hosted by the Friends. Wendy shared the date and time with the Board members. There will be three presenters; Dahlia, coordinator of Books and Babies, a family that attends Books and Babies and a teacher from Eldorado.

David brought up the need to have a special meeting to bring Board members up-to-date, go over the documents that he and Grace worked on, and discuss a plan for the future of the Library. Susan stated she would like to have the meeting as soon as possible to be able to contribute to the discussion. She would like to know the history on what the challenges are, what the strategy has been, what the finances are, and background on politics. Latifah stated she would like to understand the difference between becoming a Library District versus increasing taxes to have a higher budget for the Library. Pat stated she believes any kind of tax would need to be approved by the Legislature. She stated it would need to be researched.

After the Board agreed on a date, Rebecca Phillips made a motion to approve the December 4, 2016 meeting date from 1-4:30 p.m. in the Pick Room, Main Library, seconded by Rebecca Allahyari, which passed unanimously by voice vote. Rebecca Allahyari suggested going through the documents in the dropbox to have a list of key readings to be prepared for the special meeting.

**DIRECTOR'S REPORT**

Pat shared that the Library's on-line catalog will be updated to include a discovery layer. She explained when a keyword is put in, all books, e-books, and magazine articles that the Library owns will come up. The data transfer will begin in January and the catalog will be ready by the Spring.

The New Mexico Library Association conference was held in Albuquerque. Pat and other Library staff attended. A presentation was done on the State assessment. She stated she facilitated the communications and outreach groups. The conference went very well with key people there to support Libraries and move forward.

Pat shared that she and David met with the Mayor regarding the literary award. During that meeting, the Mayor asked Pat to work with City staff to look into the Library becoming a Library District. Pat shared that she spoke to Jesse Guillen in the City's Legislative office. He informed Pat that he would talk to the Councilors because they would need to recommend putting this item on the Legislative agenda for next year. Pat believes that it will take a Legislative bill to be able to move forward. She shared that it can take three to four years to establish a district.

Pat shared that the Mayor also brought up information delivery. He shared with her that there needs to be a plan for buildings and delivery of information. Pat agreed and shared that the Library is considered to be a third place for open community space. When generation gap was brought up, Pat informed the Board that the Library works towards providing a variety of services to the community to lessen the gap.

Pat informed the Board that the GO Bond, which is on the ballot for the November election, is for Public, School, Tribal and University Libraries. She stated it was set up by the Legislature and must pass in the election for the Libraries to receive the money. State aid is another funding source also approved by the Legislature. Pat shared that the Libraries might not receive State aid this year due to the budget shortfall the State is facing.

In response to a question regarding staffing, Pat stated that the Library came up with a plan which the City Manager approved. She discussed the current vacancies and the hiring process to fill those vacancies.

### **NEW BUSINESS**

Rebecca Phillips made a motion to approve the 2017 Library Holiday Closings, seconded by Rebecca Allahyari, which passed unanimously by voice vote.

Susan made a motion to approve the 2017 Library Board meeting dates, seconded by Rebecca Phillips, which passed unanimously by voice vote. In response to a question regarding meeting location, Pat shared that the Board could meet at different locations. The meeting location for a Board meeting could be voted on at the meeting prior to the date of the next meeting.

### **OLD BUSINESS**

The second floor at Main will not be accessible from November 14 through November 18, due to carpeting being placed in the Community room and gallery. Since the Library will remain open, the press will not be notified. Patrons will still be able to access the children's room through other areas of the Library.

La Farge will be closed from December 5 through December 16 for data re-wiring. Notice of the closure is being posted. Pat shared that some staff will remain at La Farge, some will work at other locations and others will take vacation. Programming scheduled during the closure will be moved to Main or Southside.

In response to David's question regarding the gift from the County, Pat shared that the County contacted her to inform her that the MOU was ready. Pat stated that the amount is for \$25,000.

**DATE OF NEXT BOARD MEETING**

The next regularly scheduled meeting will be held on December 13, 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**

Nina made a motion to adjourn, seconded by Rebecca Phillips, which passed unanimously by voice vote. The meeting adjourned at approximately 7:01 p.m.

ACCEPTED BY:

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David Wagner, President

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Maria Finley, Recorder