



14 AVENIDA TORREON

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**Board of Directors Meeting Minutes**

**Tuesday, April 20, 2021**

Virtual Meeting via Zoom

**1. Call to Order** by President Monaco at 4:02 pm. In attendance were:

**Board Members**

- Tana Monaco, President
- Kathy Cashiola, Vice-President
- Val Barraza, Treasurer
- Charles Trainor, Secretary
- Gemma Ball, at large
- Nancy Ostiguy, at large
- Abby Smith, at large
  
- Julia Kelso, Director

**Guests.**

- Lisa Walling
- Jim Zebora

**2. Public Comment.** None

**3. Additions/Modifications to Meeting Agenda.** Tana noted that Julia had included two policy items in her report, and these would be new items. Val moved to add these to the agenda. Nancy seconded the motion, which was approved on a voice vote.

**4. Approval of March 16, 2021 Board Minutes.** No changes. Moved by Kathy to approve. Seconded by Val and approved on a voice vote.

**5. Library Director Report and Statistics. (Reports on file)** Julia reported they are allowing 4-5 people in at a time with 118 patrons so far this month. She hopes to have full opening by June 1 depending in part on having sufficient volunteers. So far there has been no issue with the school reopening. Numbers are increasing and people seem pleased with the Library under the conditions. She is continuing work on the Library history. She said there is progress with the Library history project. Number of checkouts are increasing.

**6. Treasurer’s Report. (Reports on file)** Val noted a \$15,000 gain in the last month with two new payments. This puts the Library at about 80% of where it would be normally. Given the

other requests out she expects the revenue should hit its mark in June. The Foundation fund is up by \$2000 in the last month. With all sources considered the Library has about \$172,000 in income. Its time to start looking at the 2022 budget. Overall, the Library is “looking good”. Val added that the Library’s Payroll Protection Program loan has been deemed forgivable, meaning the debt could be cancelled this Fall.

## 7. Promotional Committee Reports

**Executive Committee.** Did not meet.

**Finance Committee.** Did not meet.

**Development Committee.** Kathy and Gemma are co-chairs. Kathy noted the donor appeal is slated to go out April 21. The email for Earth Day is out and slated for May 15. VGPL could have a table at this event which is slated for May 15. Julia is working on the Library history project. Gemma spoke about the book sale scheduled for May 22. She said we need 4-6 canopies (10x10) with weights. The event will run from 10 am to 6 pm. Volunteers are being sought. The on-line book sale is also being set but the process is slow and labor intensive. They are looking for ways to streamline the process. Patricia Pecorella artist for the month. Kathy noted the potential to be involved with the Earth Day event on May 15 at the Max Coll Center. Kathy spoke about Julia’s work on the Library history project. Tana thanked Kathy and Gemma for stepping forward to guide this important committee.

**Nominating Committee.** Did not meet.

**Community Relations Committee.** Did not meet.

## 8. Old Business.

**Board Expectations Follow-up.** Tana addressed the results of how to describe the extent of financial support from Board members, with the word “substantial” being preferred. Jim Zebora recommended that some Board member assistance could be “in-kind” or “value-added” and not limited to cash support.

**Community Survey.** Nancy Ostiguy said she had sent out the survey with comments to be e-mailed to her. Questions address services used during the pandemic and after, services that are most important, desired changes (e.g., Overdrive) and any explanation of services, needed changes. Nancy said the survey should be useful in designing Library services. Jim suggested a page of explanation for item that may not be well known to patrons. Val suggested some questions about the Library website and patrons’ use and knowledge thereof. Nancy asked for some specific guidance on questions. The survey needs to be done by August. The survey could be done at the book sale or at least provide information on the survey.

## 9. New Business.

**Eldorado Living Request-Friend Raising.** Tana said there would be a resident guide by Eldorado Living in June 2021. The magazine is seeking commitment for next year with a new direction for Eldorado Living. There could be articles about the Library in February

2022. Jim volunteered to head up this issue.

**Presentation of Board Candidates.** Nancy introduced the two candidates for the Board: Lisa Walling and Jim Zebora. Lisa gave her background and said she was from Australia and has a degree in Library Science from the University of Illinois. She has been a corporate researcher and a library background, with 20 years in non-profit associations and volunteer work. Jim Zebora said he has 30 years in newspaper experience with 20 years as an editor at the Las Angeles Times. His wife works for the NM Department of Transportation. Nancy moved to approve Lisa and Jim as Board members with a second by Tana. Motion was unanimously approved on a voice vote.

**10. New Business**

None.

**11. Announcements.**

None.

**12. Next Meeting - Tuesday, May 18, 4:00 pm via Zoom**

**13. Adjourn.** Nancy moved to adjourn with a second by Kathy. 5:33 pm.

Submitted by Charles Trainor, Secretary

<https://d.docs.live.net/bd3ab08477e2c1f0/Documents/VGPL/May 2021/4-Board Minutes 2021-04-20.docx>