



14 AVENIDA TORREON

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Board of Directors Meeting Minutes

Tuesday, June 15, 2021

VGPL Meeting Room

1. Call to Order by President Monaco at 4:00 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
- Lisa Walling, at large
- Jim Zebora, at large

- Julia Kelso, Director

Guests

- Patrick Delaney

2. Public Comment. None

3. Additions/Modifications to Meeting Agenda. Jim asked for consideration of the Library to comply with New Mexico guidelines in terms of COVID procedures. Kathy moved to add this item with a second by Gemma. Modification was approved on a voice vote.

4. Approval of May 18, 2021, Board Minutes. Val asked for a change re the GO Bond funds. These are not gone but on hold due to staff changes. She also wanted to add E-rate cost unknowns as an issue under Item 7, noting that these have been addressed in a later meeting. Moved by Lisa to approve with changes. Seconded by Kathy and approved on a voice vote.

5. Library Director Report and Statistics. (Reports on file) Julia reported that numbers were down in May but rebounded in June with checkouts up. People have said the library saved their sanity during COVID. Many children are coming in too. Julia said she would be out of town from July 28-August 6. She noted that our teen volunteer is working out well. The State Library is requesting patron counts from the libraries, which is a challenge to staff since there was no automatic counter system. One has been bought but reliability of

the counts is an issue. She noted the Internet was back up. Comcast was in for a visit and had apparently turned it off. The Summer Reading program is going “gangbusters.” Incentives such as stuffed animals and software have proven popular. Online computer classes have been very popular in the past and are returning. Overall, everything is picking up including eBooks and regular checkouts.

6. **Treasurer’s Report. (Reports on file)** Val said there was no meeting of the Finance Committee. She noted the correction to the May minutes: GO bond funds are not gone but on hold due to State staffing issues. Online book sales are progressing. Overall revenue is approximately \$141,000 with expenses holding “pretty well.” She said there is \$75,000 in the bank. Average expense rate per month is holding around \$10,000 so we have funds to cover the next seven months. County funds are now expended. Other grants, including the microgrant, are also done. She noted some concern about the Library bookkeeper’s health issues. Julia noted there were some funds still available for specific needs, e.g., acquisitions. Val said there was software to do meetings via Live Screen.

7. Promotional Committee Reports

Executive Committee. Did not meet.

Finance Committee. Did not meet. There was a meeting, however, to consider the E-rate proposal.

Development Committee. This committee met and Kathy said the donor appeal has reached \$9128. Val said more checks have come ~~in~~ in, so the amount is higher. Letters also were sent to 76 potential donors for whom we do not have email addresses. Art sales continue to be shown virtually for the time being. The proposed annual development plan was presented and subsequently approved. Gemma addressed discussions about future book sales, possibly quarterly. There was a lengthy discussion about how to hold future book sales—in person, on-line, Amazon, etc. Key issue is level of effort vs. income. Also, how to price books, especially higher value books such as rare or collector books.

Nominating Committee. Committee met June 9 to interview Patrick. Delaney. Unanimously agreed to recommend him to the Board for consideration.

Community Relations Committee. Did not meet.

8. Old Business.

Community Survey. Nancy and Julia addressed the status of the survey. So far, 20 responses have been received and entered into a spreadsheet. Many noted not being able to browse during the pandemic. Respondents indicated that they rarely or did not use many of our electronic resources. It was suggested that we highlight and advertise these services more. Most responders to the survey were from the 87508 area.

9. New Business.

Budget 2021-22—review and request for approval. Val presented the proposed budget for 2021-22 which was included in the Board packet. She gave the following highlights:

- \$600 per month for new internet service with E-rate reimbursement of \$5050.
- Expenses of \$144,530 matched with income.
- No salary increases at this time but will review income status again at midyear.
- County funding with a request to restore \$12,000.
- No ice cream social revenue, replacement with book sales.
- Tana will seek to have County restore \$12,000 in funds cut earlier due to potential drop in County revenue.

Jim moved to approve the proposed budget with a second by Nancy. Motion was unanimously approved on a voice vote.

Presentation of Board Candidate: Patrick Delaney. Nancy Ostiguy introduced the candidate. Patrick gave a summary of his background. He has worked in the chemical industry for 45 years, primarily in Pennsylvania and Chicago. He has lived in Eldorado for three years. Nancy moved to approve his appointment to the Board, with a second by Tana. Motion was approved unanimously on a voice vote.

Open Meeting Act Resolution. In accordance with the Open Meetings Act (NMSA1978, §Section10-15-1) Nancy moved to approve this resolution with a second by Jim. Motion approved unanimously on a voice vote.

Upcoming Annual Meeting. Tana explained the need for and process of the Annual Meeting held in conjunction with the monthly Board meeting. It will start at the usual time—4:00 pm. Elections of officers will occur, and Tana noted she and Kathy would be stepping down from the Board.

Annual Report – goals for 2021-22 discussion. Tana said this is generally a short document laying out the goals for the coming year. She will send out a draft with focus areas to the Board. She will ask the Board for comments.

CIPA Compliance. Julia presented the document contained in the Board packet. The Library must comply with provisions of the *Children's Internet Protection Act*. It deals with internet service (E-Rate) and protection against pornography. The policy must be posted and may be modified as needed. Abby made some suggestions to the policy. Jim moved to accept the policy with Abby's changes. This was seconded by Nancy and approved unanimously on a voice vote.

Added Item—Mask Policy. Jim moved to recommend the Library COVID policy mirror New Mexico State policy in terms of vaccination rates and mask policy. There was some discussion about children and mask protection and vaccine effectiveness. Kathy seconded. Motion was approved on a voice vote with one nay vote.

10. Announcements.

None.

11. Next Meeting - Tuesday, July 20, 4:00 pm

12. 6:11 pm.

Submitted by Charles Trainor, Secretary

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