



14 AVENIDA TORREON

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Board of Directors Meeting Minutes

Monday, December 20, 2021

VGPL Meeting Room

1. Call to Order by President Zebora at 5:31 pm. In attendance were:

Board Members

- Jim Zebora, President
- Gemma Ball, Vice President
- Val Barraza, Treasurer
- Charles Trainor, Secretary
- Jim “Dusty” Caruso, at large
- Joe Durlak, at large
- Nancy Ostiguy, at large
- Abby Smith, at large

Guests

- Julia Kelso, VGPL Director
- Kris Sefton

2. Public Comment. None

3. Additions/Modifications to Meeting Agenda. Julia said there is a staff issue she would discuss. .

4. Approval of November 15, 2021, Board Minutes. Moved by Val and seconded by Jim Caruso for approval. Approved on a voice vote.

5. Library Director Report and Statistics. (Reports on file) Julia said things are a little slow. She said she would be in Albuquerque for a few days. Lynn was injured by her dog. There needs to be someone to fill in on Saturdays for a while. A sign up for volunteers will be posted. The grounds have been cleaned up. She said there would be some kind of recognition for volunteers. There is a concern about use of the wifi system after hours. No one attended the last movie night.

6. Treasurer’s Report. (Reports October on file) Val said the Finance Committee had not met. She noted that due to bills in September and October the cash level has been reduced. She covered the Budget to Actual reports. She said expenses have been roughly \$12,900 per month. The Fall 2021 appeal netted \$11,500. A New Mexico LEDA grant could result in \$5-10,000 if awarded. However, the funds are tied to making up for staff cuts. Val addressed mailbox services and lease renewal. She wondered if some legal review is necessary. The last renewal was in 2014.

Val raised the issue of a new storage shed since the current one is many years old. The issue of size was raised. Julie said there are some holes in the 20 year-old shed.

Val presented the Budget to Actual report contained in the Board packet. Jim Zebora said the burn rate addressed in the Budget to Actual handout concerned him. Val said some of the large expenses are done. She said it was probably okay unless Comcast doesn't pay up. We are in good shape with book sale revenue and "angel" donors and reduction of expenses in some areas such as collections. Dusty spoke of a donor who may bequeath the Library \$5000 in her will.

7. Promotional Committee Reports

Executive Committee. Jim said the committee did not meet but did agree to fund staff raises.

Finance Committee. Val said the committee did not meet. It may meet in February.

Development Committee. Gemma said the committee did not meet but she provided a handout. She said there were appeal letters out and four new donors. Nearly \$10,000 collected. Business donations amounted to more than \$1,400. Abby reported on discussions with Anne Hillerman speaking to a group sometime this Spring. She has a new book out soon and Jim Zebora wondered if this could be tied into an event benefitting the Library. Possible location would be Le Pommier with refreshments and a cover charge.

Nominating Committee. Nancy said she had met with a Board candidate, Kris Sefton. Kris is interested in the Library and fundraising. She is new to the area. Jim Zebora nominated her for the Board. (Uncertain as to second.) Nomination was unanimously approved on a voice vote.

8. Old Business.

Dusty said a scheduled meeting with Mr. Garcia had not happened since he failed to show. Dusty, Julia and Anna Hamilton waited for over an hour. Dusty said he told Anna the Library was hoping for another \$20,000 for a bookmobile. Julia noted that the HOA might be another source of funding since the Library is an asset and provides meeting space.

9. New Business.

Op.cit. Books. The store will sell off books in February and will let the Library keep the proceeds if we provide workers to handle the event. Dates: February 11-13. May use Square readers to process sales. Or it could be cash only.

Mailbox. Julia described some mailbox issues. No action.

Web Site. Need to have a work session to review the website.

Sick Leave Policy. Need to have a sick leave policy for non-salaried staff. Valarie has prepared a draft.

10. Announcements.

None.

11. Next Meeting - Monday, February 17 at 5:30 pm.

12. Adjourn

Abby Smith moved to adjourn, and Jim Caruso seconded 7:11pm.

Submitted by Charles Trainor, Secretary

<https://d.docs.live.net/bd3ab08477e2c1f0/Documents/VGPL/Dec 2021/4-Board Minutes 2021-11-15 draft.docx>