



14 AVENIDA TORREON
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Board of Directors Meeting Minutes
Tuesday, July 20, 2021
VGPL Meeting Room

1. **Call to Order** by Vice-President Cashiola at 5:21 pm following the Annual Meeting. In attendance were:

Board Members

- Kathy Cashiola, Vice-President acting as chair
- Val Barraza, Treasurer
- Charles Trainor, Secretary
- Gemma Ball, at large
- Patrick Delaney, at large
- Nancy Ostiguy, at large
- Abby Smith, at large
- Lisa Walling, at large
- Jim Zebora, at large

Guests

Julia Kelso, VGPL Director
Tracey Mitchell, VGPL Assistant

2. **Public Comment.** None
3. **Additions/Modifications to Meeting Agenda.** Following a request by Abby and discussion led by Jim, it was moved and seconded to change the Board meeting to 5:30 PM on the third Monday of each month starting in August. Motion was approved on a voice vote.
4. **Approval of June 15, 2021 Board Minutes.** Moved by Jim to approve and seconded by Patrick. Motion was approved on a voice vote.
5. **Library Director Report and Statistics. (Reports on file)** Julia reported that things are going well. She noted he would be gone August 23-25 to help move her mother. Volunteer interest is up and so is library activity. She said the recent rains have led to leaks in the roof due to holes she thought were caused by workers. She addressed various statistics which were provided in the Board packet.

6. **Treasurer's Report. (Reports on file)** Val said expenses were lower than expected. She noted the investment gains in the New Mexico fund. There is \$160 left in the Tech grant of \$2000. Average monthly expenses are running about \$10,000. She noted the purchase of a laptop computer to manage the accounts. Julia had obtained a technology grant of \$2000 of which there remain \$160. The videoconference system is one of the acquisitions. She noted the potential of a \$20,000 shortfall for FY 2021-22, to be covered by tapping reserves unless donations and other sources make up the difference. Problems continue with the Giftworks app. The current internet service under CenturyLink will be kept until the new Comcast service is tested. There were no questions.

She spoke about the need for designating a Quickbooks Administrator. It was moved and seconded to appoint Val as administrator. Motion passed on a voice vote.

7. **Promotional Committee Reports**

Executive Committee. Did not meet.

Finance Committee. Did not meet.

Development Committee. This committee met and Kathy said the donor appeal continues to bring in donations. Patrick will meet with Destiny Allison of La Tienda. He is working on a 5K fun run to raise funds and will attempt to touch base with the El Dorado Community School PTA regarding their 5k run, which was held in past years. Julia said she was working on a family bingo night but not as a fundraiser—just for fun.

Nominating Committee. Did not meet.

Community Relations Committee. Did not meet.

8. **Old Business.**

County Agreement Update. Kathy said the library will not be getting the remaining \$12,000 from the County. Jim will speak with Hank Hughes in August regarding restoration of the funds.

9. **New Business.**

Primary Administrator: Quickbooks. Val said this issue had already been discussed earlier. She will send a letter to Quickbooks.

Policy Review: Facility Use. In packet. Julia said policy updates are cosmetic. It was moved and seconded to approve the policy. Approved unanimously on a voice vote.

PC Replacement: Board Office. Val said the Development, Finance and board president's computers need to be replaced. A Microsoft update has increased the issues with the aging hardware. The library tech support is recommending replacement. At least two need replacement, perhaps three.

Development Pamphlet Changes. Kathy introduced this and Val described the changes and content. Several suggested changes were suggested.

10. Announcements.

Val said a group photo would be taken following the Board meeting.

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

12. Adjourn 6:28 pm.

Submitted by Charles Trainor, Secretary

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