



**Monthly Meeting  
Monday, April 10, 2023**

In Attendance: Julia Kelso, Jim Zebora, Gemma Ball, Nancy Ostiguy, Dusty Caruso, Kris Sefton, Lisa Carlson, Charles Abernethy, Donna Mazzola, Jody Price, Abby Smith, Joe Durlak

Absent: Nina Harrison

**1. Call to Order 5:30 PM**

Members took a quick field trip into the library proper to view the proposed donor wall. All agreed the location above the copy machine is ideal.

**2. Public Comment**

No members of the public were present.

**3. Additions/ Modifications to Meeting Agenda**

Introduction of Jody Price; Jim nominated Jody to the board, Dusty seconded, motion unanimously passed

**4. Approval of Minutes**

Kris motioned to approve March minutes, Charles seconded, motion passed

**5. Library Director's Report**

Due to this meeting being moved up a week, Julia was not able to prepare Library Director's report but did provide some updates: SP 192 was not vetoed and library is still getting the \$100,000, which must be spent during FY '24. Julia will send out the spending parameters and all board members are encouraged to identify potential spending needs. There were over 500 ebook checkouts in March, the most ever!

**6. Treasurer's Report:**

Donna presented the treasurer's report. We received another portion of the LEDA grant, have received 3 payments and are still due \$1,6567.50. In March received 3 business partner donations totaling \$1500 so far. Spent \$215 on bookmarks with seeds for volunteers in recognition of their time. We received a check from Santa Fe County for \$23,000 in April

which will put our income closer to where it should be and that will be reflected on next month's report. Nancy asked a question about refunds appearing as percent of budget although this was not budgeted for- Donna explained this is just the way Quickbooks works. Reviewed bank fees for bounced check, printing of deposit slips and checks.

Donna recommended that we keep \$200 available at all times as 'start-up' or 'petty cash' funds for program/events/fundraisers such as trivia night or book sales that occasionally need cash to operate. Jim motioned to approve, Dusty seconded, motion approved.

The 990: Donna is in touch with Theresa and we have until May 15 to complete, Donna will send out for board approval and Gemma will sign as Jim will be unavailable.

Budget meeting: Board will meet on May 15 at 4:30, before regular board meeting, to review first draft budget. Board will review and then vote on any changes at the May meeting. Final budget approval will be needed in June. Donna stated that plan is to reduce/simplify number of line items.

Nancy requested that Donna provide a review of how credit card fee charges have increased over time.

## **7. Promotional Committee Reports:**

Executive Committee did not meet.

Finance Committee: No meeting.

Development Committee will meet on April 13. Will mostly be talking about Farmer's Market and the upcoming Book Sale. Nancy has sign up for volunteers. Gemma provided copies of Annual Development Plan and Budget for FY 2023-24 and asked for approval. Jim moved to accept budget, Nancy seconded, motion passed.

Nominating Committee did not meet.

Community Relations Committee: Update on Trivia Night- first of three is scheduled for April 24. Gemma will handle the money from sign up. Nancy will print up trivia night tags to identify participants. Potential prizes were discussed: Charles will get swag from work, Abby will ask Violet Crown for movie passes, can also use VGPL swag. Joe has a flyer to put around and has contacted local press, Julia will send out an eblast on the Thursday or Friday before. Discussed potential author talks in future.

## **8. Old Business**

By Laws: Revision discussion- not ready to vote on, will set vote for June. Julia requests we change language to say that Director will bring suggestions from operational committees (Programs, Facilities and IT) to the Board. Need to update which board members sit on

which committees.

## **9. New Business**

All items discussed above.

## **10. Announcements**

Charles announced that next Thursday April 20 at 1:00 PM at the Santa Fe Convention Center is the Chambers Business Expo fashion show presenting "Women of Non-Profits"- Gemma will be participating- Julia will provide a paragraph about our organization for the MC

Julia is working on grant from NMLF to refresh our travel collection- please review grant soon

Jim will be absent at the May Meeting

## **11. Next meeting will be May 15 at 4:30.**

## **12. Adjourn**

Motion to Adjourn from Dusty, Charles Seconded, motion approved