



14 AVENIDA TORREON

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**Board of Directors Meeting Minutes**

**Thursday, August 16, 2021**

VGPL Meeting Room

**1. Call to Order** by President Zebora at 5:30 pm. In attendance were:

**Board Members**

- Jim Zebora, President
- Valerie Barraza, Treasurer
- Charles Trainor, Secretary
- Gemma Ball, at large
- Patrick Delaney, at large
- Nancy Ostiguy, at large
- Abby Smith, at large
  
- Julia Kelso, VGPL Director, ex officio

**Guests**

Jim Caruso

**2. Public Comment.** None

**3. Additions/Modifications to Meeting Agenda.** None

**4. Approval of March July 17, 2021, Board Minutes.** Moved by Nancy to approve and seconded by Abby. Motion was approved on a voice vote.

**5. Library Director Report and Statistics.** (Reports on file) Julia reported that e-book checkouts are slightly down compared to June. Physical checkouts are “respectable.” \_She would like more volunteers if hours are to be expanded. She would like at least 5 more. She plans to stay open until 5 pm in September. Roof leaks continue despite repairs. Comcast needs to do some more work before the new wireless is functional. She noted several events coming up including bingo night, movies, and archeology. She noted attendance can vary widely at events.

**6. Treasurer’s Report.** There was no major income which is typical for this time of year. Expenses are where we should be for this time of the year. There was a loss of nearly \$10,000 YTD but was due to lack of fundraising and pending revenues. Expenses were mainly payroll. There was a slight gain in the New Mexico Fund of \$753 but no drawdown on the Fund is warranted. She expects County funds in the amount of \$50,000 for the fiscal year to begin flowing this fall. Funds in the bank are sufficient for several months. She briefly addressed the Quickbooks administration issues, for which she was voted as Administrator at the July meeting. Val said that Felicia Probert has volunteered to help with issue with the Giftworks program. (Felicia had been on the Board prior to 2020.) There are no bills yet for the e-rate wireless work.

## 7. Promotional Committee Reports

**Executive Committee.** Did not meet. Nancy will be added to this committee.

**Finance Committee.** Did not meet.

**Development Committee.** Gemma said the target of \$12,000 in donations had been met. Abby said the prizes are ready for the upcoming Bingo night slated for 6:30-8:30 pm. Masks will be required. Gemma said there would be more advertising after Labor Day with ads also posted in La Tienda. Jim said an Oktoberfest fundraiser event would be held on October 16 at Santa Fe Brewery. Tickets would be \$20 per person, with \$12 of that going to the Library. Patrick is working on having a major mystery author in for an event, and Julia noted the Library would be having mystery authors at the Library on September 10.

Val said there were some liability issues in fundraisers and other activities, especially when dealing with unpackaged food, hot drinks, and physical activities such as races. Gemma said she would discuss this issue at the next Development meeting. In the meantime, she would put serving coffee in the Library on hold. Patrick said he will continue to establish a contact with Los Alamos regarding donations to the Library. He has left messages. Jim said the timeframe for grants from Dollar General is late Fall.

**Nominating Committee.** Did not meet. Next meeting is slated for September 2.

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

## 8. Old Business.

**County Agreement Update.** The agreement has been signed.

**Oktoberfest.** Jim noted there is more to come. The event will be held October 16 and 120 tickets will be sold. Santa Fe brewing will host the event with two beers per ticket (\$20 each) with the Library getting \$12 of each ticket. There will also be gift baskets for auction. Posters will be going up, and Julie said she could sell tickets at the Library.

Patrick said he is working on getting a major mystery author to come to the Library for a book signing. Nothing to report yet. Julia said there would be a book signing by members of the Croak and Dagger club on September 10.

## 9. New Business.

**Board Vice President.** Jim asked Gemma to be new Vice-President with the resignation of Lisa Walling in July. Patrick nominated Gemma with a second by Nancy. Nomination was unanimously approved on voice vote.

**Committee assignments- discussion.** Jim said that basically each Board member is ex-officio on every committee. Patrick was assigned to Development. Jim noted the need to reconstitute Community Relations. There are issues with expanding membership to Pecos, Galisteo and other communities. The Board needs to meet with groups like HOAs. Regaining the full financial contribution from Santa Fe County may depend on this.

**Presentation of Board Candidate.** Jim Caruso was introduced as a Board candidate. He had recently retired from a legal career and done volunteer work with a food depot. Nancy nominated him to be a Board member with a second by Jim. Motion approved unanimously on a voice vote.

**Book Sale.** Abby spoke about the upcoming sale being held for three days at the end of September. She noted the shed is already full of books, and generally they accept only newbooks or rare books. Next organizational meeting is August 29.

**10. Announcements.**

Jim Caruso wanted contact information for Board members. Val is working to update the list. Julie said she will not be going on vacation.

**11. Next Meeting – Monday, September 20 at 5:30 pm.**

**12. Adjourn:** 7:03 pm.

Submitted by Charles Trainor, Secretary