



County of Los Alamos

Mesa Public Library
2400 Central Avenue

BCC Agenda - Final

Library Board

*Jennifer Baker, Chair; Michelle Griffin, Megan Fox, Tim
Langworthy, and Ginny White, Members*

Monday, February 6, 2017

5:30 PM

Mesa Public Library Administrative Offices

1. CALL TO ORDER/ROLL CALL

2. PUBLIC COMMENT

3. BOARD BUSINESS

- A. [9068-17](#) Approval of Minutes from January 9th, 2017 Library Board Meeting.
Sponsors: Library Board
Indexes:
Attachments: [A - Draft Library Board Minutes 1-9-17](#)
- B. [9070-17](#) Informational presentation by Wayne Kohlrust on the HVAC project at Mesa Public Library currently scheduled for fall 2017.
Sponsors: Wayne Kohlrust
Indexes:
- C. [9071-17](#) Review of Work Plan process and potential activities for FY2018.
Sponsors: Steven Thomas
Indexes:
- D. [9072-17](#) Review of upcoming Library Board presentation to Council.
Sponsors: Steven Thomas
Indexes:
- E. [9073-17](#) Strategic planning update and discussion.
Sponsors: Steven Thomas
Indexes:

4. CHAIR AND BOARD MEMBER REPORTS

A. Chair's Report

B. Friends of Los Alamos County Library Liaison Report

5. BOARD & STAFF COMMUNICATIONS

A. Manager's Report

- i. [9074-17](#) FY2018 Budget Process
Sponsors: Steven Thomas
Indexes:
- ii. [9075-17](#) Programming and service updates
Sponsors: Steven Thomas
Indexes:
- iii. [9076-17](#) Statistics
Sponsors: Steven Thomas
Indexes:

6. COUNCIL LIAISON - QUESTIONS & ANSWERS

7. INFORMATIONAL ITEMS

8. ADJOURNMENT

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the County Human Resources Division at 662-8040 at least one week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes can be provided in various accessible formats. Please contact the personnel in the Library Administrative Office at 662-8240 if a summary or other type of accessible format is needed.



County of Los Alamos

Staff Report

February 06, 2017

Los Alamos, NM 87544
www.losalamosnm.us

Agenda No.: A.

Index (Council Goals):

Presenters:

Legislative File: 9068-17

Title

Approval of Minutes from January 9th, 2017 Library Board Meeting.

Recommended Action

I move that the Board approve the attached minutes.

Body

The January 9th, 2017 minutes are ready for consideration and approval.

Attachments

A - January 9th, 2017 Draft Library Board Minutes

***LOS ALAMOS COUNTY
LIBRARY BOARD
Regular Meeting Minutes
January 9th, 2017***

Members present:

Megan Fox
Tim Langworthy
Ginny White
Jennifer Baker

Members absent:

Michelle Griffin

Others present:

Steven Thomas, Library Manager
JohNeva Martinez, Administrative Support
Charlie Kalogeros-Chattan, Community Services Director

1. Call to Order

Jennifer Baker called the meeting to order at 5:34pm Mesa Public Library
2400 Central Avenue, Los Alamos, NM 87544

2. Public comment/correspondence (for items not on the agenda)

Patron Comments: Bonnie provides great service and is very helpful.
Patron Comment: This is most friendly and helpful library I have ever been in.
Patron Comment: Always a pleasure coming to visit the library.
Patron Comment: Would like to see more books in the collection.
Patron Comment: Very cold in the computer area. Staff is trying to remedy this by closing the inner lobby doors during colder times.

3. Board Business

A. Review and approval of the minutes of the December 5th 2016 minutes.

**A MOTION WAS MADE BY Tim Langworthy SECONDED BY Megan Fox
TO APPROVE THE MINUTES OF December 5th 2016 with the amended
date.**

The motion passed unanimously (4/0).

**B. Discussion and possible motion regarding CY2017 Library Board Meeting
Dates.**

**A MOTION WAS MADE BY Ginny White SECONDED BY Tim
Langworthy TO APPROVE THE CY2017 LIBRARY BOARD MEETING
DATES.**

The motion passed unanimously (4/0).

C. Review of Work Plan process and potential activities for FY2018.

Steven handed out a sheet with potential brainstormed items from last month and asked the board to prioritize the list. The board liked the ideas gave more suggestions and narrowed down the list. Steven will amend the list with the changes and explore other options.

4. Chair and Board Members' Reports

A. Chair's report including discussion of the Boards and Commissions luncheon.

Nothing to report this month.

B. Friends of Los Alamos County Library Liaison report

Megan attended the Friends meeting. There was a lot of discussion on how to support smaller, less well funded communities in our region and how to get the donation to them. A thank you card from the Library Board was given to the Friends Board in appreciation for all they do for the libraries.

5. Board/Staff Communications

A. Manager's Report

i. Strategic Planning Update

Staff needed more time to give there feedback. Steven will try and have more info for the February meeting.

ii. HVAC Project Update

- There was a leak in WR this weekend. There was no major damage since it was caught quickly. Steven is working with facilities as they try to figure what happened with the HVAC system.
- The new HVAC system is moving forward and will likely move forward in August of 2017. A meeting will be held by Wayne Kohlrust to discuss closure times and alternate spaces sometime in February or March.

iii. Other budget, programming and service updates.

Steven gave a tour of the new flooring in the zone area and showed the location for the new large study room. The art donation is complete and the library received the first two pieces. The Noon Year's Eve program was a success with a couple hundred people attending.

iv. Statistics

Stats for this month were not complete. Steven will bring both sets of stats to next month's meeting.

6. Q & A with Council Liaison

N/A

7. Informational items (time and date of next meeting)

The next meeting is scheduled for February 6th at 5:30 p.m. Mesa Public Library Los Alamos, NM 87544

8. Adjournment

**A MOTION WAS MADE BY TIM LANGWORTHY SECONDED BY
TO GINNY WHITE TO ADJOURN THE MEETING.**

The motion passed unanimously (4/0).

The meeting adjourned at 6:40pm.

**COMMUNITY SERVICES DEPARTMENT
LIBRARY BOARD**

Jennifer Baker, Library Board Chair

Date



County of Los Alamos

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Agenda No.: B.

Index (Council Goals):

Presenters: Wayne Kohlrust

Legislative File: 9070-17

Title

Informational presentation by Wayne Kohlrust on the HVAC project at Mesa Public Library currently scheduled for fall 2017.



County of Los Alamos

Staff Report

February 06, 2017

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Agenda No.: C.

Index (Council Goals):

Presenters: Steven Thomas, Library Manager

Legislative File: 9071-17

Title

Review of Work Plan process and potential activities for FY2018.



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Agenda No.: D.

Index (Council Goals):

Presenters: Steven Thomas, Library Manager

Legislative File: 9072-17

Title

Review of upcoming Library Board presentation to Council.



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Agenda No.: E.

Index (Council Goals):

Presenters: Steven Thomas, Library Manager

Legislative File: 9073-17

Title

Strategic planning update and discussion.



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Agenda No.: i.

Index (Council Goals):

Presenters: Steven Thomas, Library Manager

Legislative File: 9074-17

Title
FY2018 Budget Process



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Agenda No.: ii.

Index (Council Goals):

Presenters: Steven Thomas, Library Manager

Legislative File: 9075-17

Title

Programming and service updates



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Staff Report

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Agenda No.: iii.

Index (Council Goals):

Presenters: Steven Thomas, Library Manager

Legislative File: 9076-17

Title
Statistics