



# County of Los Alamos

Mesa Public Library  
2400 Central Avenue

## Agenda - Final Library Board

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Monday, April 1, 2019

5:30 PM

Mesa Public Library

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**1. CALL TO ORDER**

**2. PUBLIC COMMENT**

*This section of the agenda is reserved for comments from the public on items that are not otherwise included in this agenda.*

**3. BOARD BUSINESS**

[11855-19](#) Review and approval of minutes of March 4, 2019

**Attachments:** [Board Draft Minutes 03 04 19](#)

**4. CHAIR AND BOARD MEMBER REPORTS**

**A. Chair's Report**

**B. Board, Commission and Committee Luncheon Report**

**C. Friends of Los Alamos County Library Liaison Report**

**5. BOARD & STAFF COMMUNICATIONS**

**A. Manager's Report**

**B. Review and discussion of Library Policies Section 3**

**6. COUNCIL LIAISON - QUESTIONS & ANSWERS**

**7. INFORMATIONAL ITEMS: next meeting May 6, 2019 at Mesa Public Library**

**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

April 01, 2019

Los Alamos, NM 87544  
www.losalamosnm.us

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**Agenda No.:**

**Index (Council Goals):**

**Presenters:**

**Legislative File:** 11855-19

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**Title**

Review and approval of minutes of March 4, 2019

**Recommended Action**

**I move that the Board approve the minutes of March 4th, 2019**

**Attachments**

A - Board\_Draft\_Minutes\_03\_04\_19

**LOS ALAMOS COUNTY**  
**LIBRARY BOARD**  
**Draft Minutes**  
**March 4, 2019**

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**Members present:**

Jennifer Baker  
John Gustafson  
Kelly Dolejsi  
Rebecca Rodriguez  
Whitney Spivey

**Members absent:**

**Others present:**

Eileen Sullivan, Library Manager. Eva Jacobson, Board admin. David Izraelevitz, Council Liaison.  
Megan Fox, member of the public

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**1. Call to Order**

Chair Baker called the meeting to order at 5:31pm at the White Rock Branch Library,  
10 Sherwood Blvd, White Rock NM 87547

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

Three customer comment cards were reviewed. Patrons commented on the interfiling of the fiction collection at MPL (not favorably), praised a staff member for excellent customer service, and complained about the new, combined adult services desk at MPL (staff perceived as less approachable and available)

Megan Fox, former Library Board member, was presented with a certificate of appreciation. Fox proceeded to give a presentation on ideas for innovative Youth Services spaces collected on a recent trip to several Colorado Libraries.

**3. Board Business**

**A. Review and approval of the minutes of February 4th.**

Board member Spivey offered an amendments to agenda item 4B (Capitalization of board chair baker)

**Motion:** Board member Gustafson moved to approve the minutes from February 4th 2019 as amended. Board member Rodriguez seconded the motion. Motion passed with all in favor (5/5).

#### 4. Chair and Board member report

##### A. Chair's Report

Chair Baker encouraged all Board members to respond to the Open Forum questionnaire sent out via email. The County Council is seeking feedback on the seven priorities identified in the 2019 strategic plan.

##### B. Board, Commission and Committee Luncheon Report

Chair Baker reported that she is unable to attend the next BCC luncheon. She asked other Board members to contact her to let her know if they could attend in her place.

##### C. Friends of Los Alamos County Library Liaison report:

Board member Dolejsi reported that FLACL will host a "Book by the bag" sale on Saturday April 6<sup>th</sup>. The sale will coincide with the Community appreciation event at the library.

The next FLACL Board meeting will be held on March 20<sup>th</sup> at noon.

#### 5. Board/Staff Communications

##### A. Manager's Report

Eileen Sullivan distributed a handout with library events and updates. She highlighted an after-school gaming event held in January. She also reported on the progress of the Library lighting installation (programmable and energy efficient). The date for substantial completion of the HVAC project is March 29<sup>th</sup> although the installed chillers will have to be tested later when warmer temperatures will provide the right conditions.

The Community appreciation event was discussed. During the event, Library Board members will be wearing "Board member" badges to identify them to the public.

Eileen Sullivan asked if the Board wishes to reserve a table on one or several dates during the upcoming Farmers Market season. The Board decided to reserve one date to promote library changes and recruit new Board members. A date in June or July will be requested.

Finally, Sullivan reported from Legislative Day.

##### B. Review and Discussion of Library Policies, Section 1 and 2

###### List of topics discussed:

- **Introduction:** When did the County become the fiscal agent of the Library? It should also be noted when the new White Rock branch was built.
- **Mission statement:** is it outdated? Should it include *content creation* as well as simply *access to content*? Add a statement about the library as a *social connector*, or *community center*. The mission statement might also be better suited as a part of the strategic plan.
- **Purpose:** *Services* could be expanded to be a broader concept and explicitly include programs and resources. Insert specific reference to *Technology* (updated and including more emerging technologies). Include the term *for all ages*

- **Goals:** Should the reference to the Public Library Association's Public Library Service Responses be included since it is an older document (from 2007)? The role of Libraries has changed since this document was created.  
Craft goals to make two points: responsiveness to community needs and adherence to professional standards.  
Do we need to define *community*? Is this concept consistent with the reference to *regional community* in the Mission statement? Balance inclusiveness with our fiscal responsibility to the County, primary service population.
- **Local:** reference to Los Alamos County Code *as cited above* must be fixed. The code is not cited previously.
- **Funding 2.2 state:** this section should also include GO bond funding.

### C. Review of and possible action on Board Work Plan

**Motion:** Board member Spivey moved to recommend that the work plan be adopted as discussed. Board member Dolejsi seconded. Motion passed with all in favor (5/5).

#### 6. Q & A with Council Liaison

Council member, Izraelevitz gave a brief overview of the budget process. He also encouraged all Library Board members to respond to the to the Open Forum questionnaire.

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

The next meeting is scheduled for April 1 2019 5:30pm. Mesa Public Library

#### 8. Adjournment

The meeting adjourned at 6:53 pm.

**Approved by the Library Board April 1st, 2019**

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**Jennifer Baker, Board Chair**