



# County of Los Alamos

Mesa Public Library  
2400 Central Avenue

## Agenda - Final Library Board

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Monday, August 5, 2019

5:30 PM

Mesa Public Library Administrative Offices

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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**

[12185-19](#) Review and approval of Minutes of July 1, 2019

**Attachments:** [Board Draft Minutes 07 1 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. Final review of library policies**

[12186-19](#) Final review of library policies and possible action on recommendations

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

**7. INFORMATIONAL ITEMS: next meeting Sept. 9th, 6:30 p.m. at the White Rock branch 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.

**LOS ALAMOS COUNTY  
LIBRARY BOARD  
Draft Minutes  
July 1, 2019**

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**Members present:**

Jennifer Baker  
Kelly Dolejsi  
John Gustafson  
Whitney Spivey

**Members absent:** Rebecca Rodriguez

**Others present:**

Eileen Sullivan, Library Manager. Council member Izraelevitz.

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**1. Call to Order**

Chair Baker called the meeting to order at 5:35pm at the Mesa Public Library, 2400 Central Ave. Los Alamos, NM 87544

**2. Public comment/correspondence (for items not on the agenda):** A patron complained about the Wi-Fi connection in the study rooms. IM will be consulted about the issue.

Board member Dolejsi reported a public comment from the Farmers Market Library Board booth. A mother expressed that the noise level at story time and M&M is too high for her children. She is requesting a program line-up that includes low-sensory options for sensitive kids.

**3. Board Business**

**A. Review and approval of the minutes of June 10<sup>th</sup>**

Amendment: Agenda item 5: Clarification needed with regards to the A/V updates. The project has not been implemented yet.

**Motion:** Board member Gustafson moved to approve the minutes of the June 10<sup>th</sup> 2019 Library Board meeting as amended. Board member Dolejsi seconded the motion. Motion passed with all in favor (4/4).

**4. Chair and Board member report**

**A. Chair's Report:** The library board presentation to the Council on June 18th was well received.

The library board sought public input and promoted upcoming board vacancies at the Farmers Market on June 26th. It was discussed how the Farmers Market outreach could be improved next year (more preparation, giveaways, ready talking points and promotion of events)

**B. Board, Commission and Committee Luncheon Report:** No report

**C. Friends of Los Alamos County Library Liaison report:** No report

## **5. Board/Staff Communications**

### **A. Manager's Report**

Manager Sullivan distributed a list of library highlights from the month of June. Highlights included the adult and youth summer reading programs. Youth librarian, Melissa Mackey is extending an invitation to library board members to attend the last event of the Summer Reading Program, *The moon landing* party on July 20<sup>th</sup>. Quorum notice may be needed.

Katy Korkos, the adult programming specialist, has retired. One of her tasks was to run the art gallery. This task will be contracted out. Many of her other duties is included in the job description of the new programming librarian position.

### **B. Review and Discussion of Library Policies section 4.6-4.11**

Following the presentation by Assistant County Attorney, Kevin Powers at the June 10<sup>th</sup> Library Board meeting, the discussion of 1<sup>st</sup> amendment rights was continued with regards to access to information, internet access, and meeting rooms:

- Internet connections in the library are not secure. This statement will probably need to remain in the policy.
- Internet use for minors: the current requirement of internet permissions for minors might be an outdated practice with potential legal ramifications. Legal review needed.  
Board member Gustafson stated that he is in favor of filtering of public access computers in youth services  
Chair Baker suggested legal review and seeking public input.
- Staff being prohibited from offering trouble shooting on patron devices: might need revision to allow for some degree of tech. help by staff to better assist patrons accessing library services including downloadable content on mobile/private devices.
- Guidelines for gallery/exhibits: adjustment may have to be made to reflect that the gallery will be managed by a contractor going forward.
- Meeting space: Chair Baker voiced support for keeping the policy simple and broad to avoid the appearance of giving certain groups preference and restricting use.

Board member Gustafson voiced support for a public forum model. The board agreed in general on a first-come-first-serve, open to the public model, but also favored seeking public input for a draft of the new meeting room policy.

- A/V use in meeting rooms: the board voiced support for public use of meeting room A/V.
- Food and drink in meeting rooms: this will most likely be allowed. Board member Gustafson expressed concern with the accumulative effect on carpets and furniture of allowing food and drinks.
- Collaboration: library guidelines referred to in policy need to be reviewed.
- Solicitation: no need for revision

**6. Q & A with Council Liaison:** no report

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

The next meeting is scheduled for August 5th 5:30pm at the Mesa Public Library

**8. Adjournment**

The meeting adjourned at 6:54 pm.

**Approved by the Library Board August 5, 2019**

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**Jennifer Baker, Board Chair**



# County of Los Alamos

## Staff Report

August 05, 2019

Los Alamos, NM 87544  
www.losalamosnm.us

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**Agenda No.:**

**Index (Council Goals):**

**Presenters:**

**Legislative File:** 12185-19

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**Title**

Review and approval of Minutes of July 1, 2019

**Recommended Action**

**I move that the Board approve the minutes of July 1, 2019**

**Attachments**

A - Board\_Draft\_Minutes\_07\_01\_19



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**Agenda No.:**

**Index (Council Goals):**

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**Title**

Final review of library policies and possible action on recommendations

**Recommended Action**

**I move that the Board approve that the recommended changes to the policies be submitted to the County Attorney for review**