

**LOS ALAMOS COUNTY**  
**LIBRARY BOARD**  
**Draft Minutes**  
**May 6, 2019**

---

**Members present:**

Jennifer Baker  
Kelly Dolejsi  
John Gustafson

**Members absent:**

Whitney Spivey  
Rebecca Rodriguez

**Others present:**

Eileen Sullivan, Library Manager. Erika Edgar, member of the public

---

**1. Call to Order**

Chair Baker called the meeting to order at 5:30pm at the Mesa Public Library, 2400 Central Ave. Los Alamos, NM 87544

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

Comment cards were reviewed. A patron complained that the services desk on the adult level is staffed by a single staff member. Manager Sullivan explained that the second staff member on duty is often roving and meeting the patrons out on the floor. This is a conscious change to our customer service model.

**3. Board Business**

**A. Review and approval of the minutes of April 1st**

**Motion:** Board member Dolejsi moved to approve the minutes of the April 1st 2019 Library Board meeting as written. Board member Gustafson seconded the motion.  
Motion passed with all in favor (3/3).

**4. Chair and Board member report**

**A. Chair's Report:** no report

**B. Board, Commission and Committee Luncheon Report:** The next luncheon date is May 16<sup>th</sup>. Vice Chair Rodriguez will attend the meeting.

- C. Friends of Los Alamos County Library Liaison report:** Board member Dolejsi reported from the meeting. The April book sale was successful and generated over \$600 in sales. Storage issues including cost was the big topic of the meeting.

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

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

Manager Sullivan did not have a monthly report to distribute. She thanked Board members for their volunteer effort at the Patron appreciation event. She also mentioned the art dedication event at the White Rock branch library. The turnout was good and the art is well suited for the space.

The Library Board has been assigned a table at the Farmers market on June 27. This event will be a good opportunity to recruit new library board members to fill the upcoming vacancies.

Manager Sullivan asked the Board to vote to postpone the June Board meeting to the Monday of the second week of June due to Library programming.

**Motion:** Board member Gustafson moved to hold the next Library Board meeting on Monday June 10<sup>th</sup> 2019. Board member Dolejsi seconded the motion. Motion passed with all in favor (3/3)

### **B. Review and Discussion of Library Policies, Section 4.0-4.4**

#### **List of topics discussed:**

- **4.1.3** Youth population: currently internet permission forms are required for minors. An alternative could be to do away with this requirement and give the responsibility of restricting access over to parents entirely. The library could also elect to apply filters to public computers. This is a section that needs legal review and potentially public input. Manager Sullivan solicited comments about this topic from the Library Board. Board member Dolejsi stated that as a parent she would expect the library to let her know about internet restrictions or lack thereof at the point of registration.
- **4.2.3.** Board member Spivey submitted a comment via email. Clarify the distinction between library visitor and library patron?
- **4.2.4** Permission to take photographs. Legal review of this section needed. There are different options including photo release forms, opt-out, or no requirement of release forms at all.
- **4.3.2** Revise the chain of command for challenged materials.
- **4.3.3.4** Make a change to accommodate our current procedure of only accepting unrestricted donations.
- **4.4** Is there a better word than "parameters"?

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

No report

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

The next meeting is scheduled for June 10th 5:30pm at the White Rock branch library

**7. Adjournment**

The meeting adjourned at 6:35 pm.

**Approved by the Library Board June 10, 2019**

---

**Jennifer Baker, Board Chair**