

**Los Alamos County
Library Board
Minutes
Feb 3, 2025**

Members Present

Frances Knudson
Beth Stelle
Sarah Work
Michele Altherr
Brain Reardon

Others Present

Gwen Kalavaza, Library Manager
Councilor Beverly Neal-Clinton
Elizabeth Rivera, Senior Librarian
Daniel Gaghan, Senior Librarian
KokHeong McNaughton, Inclusivity Task Force

1. Call to Order

Chair Stelle called the meeting to order at 5:30 pm.

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

Chair Stelle read an emailed comment from a member of the community speaking in favor of the outdoor classroom project.

3. Board Business

A. Review and approval of the Jan 6, 2025 Library Board Minutes:

Motion: Board Member Knudson approved the minutes of the Jan 6, 2025 Library Board meeting. Board Member Work seconded the motion. Motion passed with all in favor (5/5).

B. Friends of the Library Liaison Appointment

Board Member Knudson agreed to serve as the liaison to the Friends of the Library Board through the remainder of her term which ends in August. Board Member Altherr agreed to take over as liaison Sept-Dec.

C. Library Website Demonstration

Senior Librarian Daniel Gaghan demonstrated the library's new website.

D. Discussion and Approval of the 2025 Work Plan

The Board reviewed the work plan and made minor suggestions.

Motion: Chair Stelle made a motion to approve work plan as amended. Board Member Work seconded the motion. Motion passed with all in favor (5/5).

4. Chair and Board Member Reports

A. Chair's Report:

Chair Stelle reported that the revisions to the Library Policies were presented to County Council and approved. The Library Board's work plan is scheduled to be presented to Council on March 18. Chair Stelle discussed opportunities for collaboration with other County Boards. KokHeong McNaughton talked about the Inclusivity Task Force.

B. Boards & Commission Luncheon Report:

None.

C. Friends of Los Alamos County Library Liaison Report

None.

5. Board/Staff Communications:

Mangers Report: Library Manager Kalavaza reported the following information: Library circulation totals for the month of Jan were 20997 with 9404 of those being digital. Kalavaza mentioned that the survey requesting input from the public on the outdoor classroom will be live on Feb 14. County staff are working on a contract to conduct a sound study at Mesa Public Library.

6. Informational items

None

7. Adjournment

The meeting adjourned at 6:52 pm.

Approved by the Library Board March 3, 2025

Elizabeth Stelle

Elizabeth Stelle, Library Board Chair