

LOS ALAMOS COUNTY
LIBRARY BOARD
Draft Minutes
February 5, 2018

Members present:

Jennifer Baker (Chair)
Tim Langworthy (Vice Chair)
Rebecca Rodriguez
Ginny White

Members absent: Megan Fox

Council Liaison: Susan O'Leary (not present)

Others present: Eileen Sullivan, Library Manager. Eva Jacobson, Administrative Support

1. Call to Order

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

2. Public comment/correspondence (for items not on the agenda): Patron comments cards were reviewed.

3. Board Business

A. Review and approval of the minutes of January 8th.

Motion: Vice Chair Langworthy moved to approve the minutes as written. Chair Baker seconded. The motion was approved with all in favor. (4/0)

4. Chair and Board Members' Reports

A. Chair's Report:

- Board member White and Board President Baker went to legislative day in Santa Fe with library manager Sullivan. The group reported on the day. Library manager Sullivan asked the board to think about if there is interest in Advocacy training.
- Chair Baker will send out notes from the January 18th B&C lunch.
- March 13th is the date for the Library Work Plan presentation to the Council.

B. Friends of Los Alamos County Library Liaison report:

Library manager Sullivan reported from the January meeting. The discussion at the meeting primary revolved around solutions for the Bookstore during the upcoming library closure.

There will be limited staff access to the store. The group plans to hold book sales at the farmers market and other outdoor locations.

5. Board/Staff Communications

A. Manager's Report:

- Fire alarm project report: the new system will be installed by night crews with no effect on daily operations.
- HVAC project report: Initial meetings have been held and the project is on track to go forward. The lighting portion of the project will be put forward as a RFP bid alternate. Lighting could potentially be excluded if the bids come in high. The discussed IT upgrade in the zone will not be done while the library is closed.
- Board book are now circulating. The collection was promoted at the Community play date on Saturday, March 3rd.
- The Reference team did Wikipedia training and learned how to edit Wikipedia content and supply references.
- Annual data projections overall seem to be slightly down. This should be taken with a grain of salt. The projections do not take into account that the month of June is a very busy month.

6. LAC B&C Work Plan Discussion:

Library policies and the HVAC project are two main topics for the next year. The idea of an open house community appreciation day, a "Love your Library" Day, was added to the work plan and the event has Board support. It was suggested that the event could take place at WR branch during the closure or in conjunction with the reopening event. Potential partners for this event are FOL and the Chamber of Commerce.

Motion: Board member Rodriguez moved to approve the 2019 work plan as drafted. Vice Chair Langworthy seconded. The motion was approved with all in favor. (4/0)

7. Q & A with Council Liaison

No report

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

The next meeting is scheduled for March 5. at 5:30pm.

WR Branch Library, 10 Sherwood Blvd, White Rock, NM 87547

9. Adjournment

The meeting adjourned at 6:05 pm.