



County of Los Alamos

Mesa Public Library
2400 Central Avenue

Agenda - Final Library Board

*John Nash, Chair; Riz Ali; Kelly Dolejsi; Renae Mitchell; and
Rebecca Rodriguez, Members*

Monday, September 13, 2021

5:30 PM

Due to COVID-19 concerns, meeting will be
conducted remotely. Public can view meeting at
<https://us06web.zoom.us/j/82995601317>

Members of the public wishing to attend and /or provide public comment can do so via
Zoom or by calling the conference call lines below:

<https://us06web.zoom.us/j/82995601317>

Or Telephone:

US: +1 253 215 8782 or +1 346 248 7799

Web id: 82995601317

1. **CALL TO ORDER/ROLL CALL**

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**

- A. [14870-21](#) Minutes from the Library Board Meeting on August 2, 2021.

Presenters: John Nash

Attachments: [Draft Lib Board Min 8-2-21_ES](#)

- B. [14871-21](#) Discuss and develop plan to phase in public in-person attendance at
Library Board Meetings.

Presenters: John Nash

4. **Examining Library Accessibility presentation by the LACLS Accessibility
Advisory Group**

- A. [14873-21](#) Examining Library Accessibility presentation by the LACLS
Accessibility Advisory Group

Presenters: Eileen Sullivan

Attachments: [Examining Library Accessibility \(1\)](#)
[Accessibility Audit](#)

5. 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**

6. BOARD & STAFF COMMUNICATIONS

- A. Manager's Report**

7. COUNCIL LIAISON - QUESTIONS & ANSWERS**8. INFORMATIONAL ITEMS****9. PUBLIC COMMENT**

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

10. 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

September 20, 2021

Los Alamos, NM 87544
www.losalamosnm.us

Agenda No.: A.

Index (Council Goals):

Presenters: John Nash

Legislative File: 14870-21

Title

Minutes from the Library Board Meeting on August 2, 2021.

Recommended Action

I move that the Board approve the Minutes for August 2, 2021.

Attachments

A - Draft Minutes for August 2021

**Los Alamos County
Library Board
Draft Minutes
August 2, 2021**

Due to COVID-19 concerns the meeting was conducted remotely via Zoom

Members Present

John Nash
Kelly Dolejsi
Rebecca Rodriguez
Riz Ali
Rena Mitchell

Not Present

David Reagor, Council Liaison

Others Present

Eileen Sullivan, Library Manager
JohNeva Martinez, Library Board Admin

1. Call to Order

Chair Nash called the meeting to order at 5:32pm.

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

N/A

3. Board Business

A. Review and approval of the July 12, 2021 Library Board Minutes:

Motion: Board member Dolejsi, moved to approve the minutes of the July 12, 2021 Library Board meeting. Board member Mitchell seconded the motion. Motion passed with all in favor (5/5).

B. Process for public comment - discussion and possible action.

Chair Nash discussed the process for public comments during the Library Board Meetings. The Library Board decided that public comments would be heard at the beginning of the meeting after the call to order and at the end of the meeting before adjourning. Public comments will not be heard after each agenda item during the meeting.

Motion: Chair Nash, moved to accept the process of hearing public comments at the beginning of the meeting after the call to order and at the end of the meeting before

adjourning. Public comments will not be heard after each agenda item. Board member Ali seconded the motion. Motion passed with all in favor (5/5).

4. Chair and Board member reports

A. Chair's Report:

Chair Nash reported that there will be two vacancies for Library Board. He thanked the current members for their service.

B. Board, Commission and Committee Luncheon Report:

Nothing to report.

C. Friends of Los Alamos County Library Liaison report:

Nothing to report.

5. Board/Staff Communications:

A. Mangers Report:

Manager Sullivan shared some public written comments that were left at the libraries. Here are a few of those comments. Patron would like to see the daily check out limit for Hoopla increased since it tends to max out by early morning. Manager Sullivan noted that the daily check out limit is directly related to budget allocations. There is a daily monetary cap for Hoopla downloads. The library is exploring ways to t to increase Hoopla capacity. Patron commended the Youth Services Staff on the summer adventure readings and the STEAM programs. Patron reported that the internet kept kicking them off while working in a study room. Manager Sullivan noted that county's wireless network is set to time out after a certain period. Manager Sullivan reported that she has received several board applications as there will be two vacancies at the end of the month. She hopes to schedule interviews sometime this month and will check with the current members to see if they would be willing to stay on the board until the vacancies are filled. The library created an internal committee that is looking into accessibility issues. They are putting together a presentation for the NMLA conference. They will also be conducting training for library staff. Manager Sullivan has asked the chair of that committee to present their presentation to the Library Board next month. Staff continue to offer virtual programming for some events. The Summer Reading program is still very active, hybrid programs continue, along with outdoor story times and STEAM programs. Along with Science Fest the library presented programs on climate change, author Laura Paskus presented on her book titled "At the Precipice: New Mexico's Changing Climate" the library also had a hands-on conversation about planting climate adapted trees. YS hosted an outdoor concert. The Del Sol String Quartet performed original pieces that were commissioned by different composers on theme of joy. Physical materials circulation went up from 16,883 in May to 23,375 while digital circulations dropped from 7,732 to 6,365. Due in part to more in person hours.

6. Q & A with Council Liaison

Nothing to report.

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

The next meeting is scheduled for September 13, 2021 at 5:30pm via Zoom.

8. Adjournment

The meeting adjourned at 5:53 pm



County of Los Alamos

Staff Report

September 13, 2021

Los Alamos, NM 87544
www.losalamosnm.us

Agenda No.: B.

Index (Council Goals):

Presenters: John Nash

Legislative File: 14871-21

Title

Discuss and develop plan to phase in public in-person attendance at Library Board Meetings.

Body

The Library Board will discuss and develop a plan to phase in public in-person attendance at Library Board Meetings.



County of Los Alamos

Staff Report

September 13, 2021

Los Alamos, NM 87544
www.losalamosnm.us

Agenda No.: A.

Index (Council Goals):

Presenters: Eileen Sullivan

Legislative File: 14873-21

Title

Examining Library Accessibility presentation by the LACLS Accessibility Advisory Group

Body

Examining Library Accessibility presentation by the LACLS Accessibility Advisory Group.

Presenters: Norma Covington, Kristi Mackey and Audra Short

Attachments

A - Examining Library Accessibility

B - Accessibility Audit

Examining Library Accessibility: The Basics

Accessibility Advisory Group (AAG):

Norma Covington

Doris Logan

Kristi Mackey

Audra Short

**"Accessibility should be like the air we breathe;
I should not have to wonder if it will be there
when I wake up in the morning."**

- Afi-Tiombe Kambon

What does
improving
accessibility in
our libraries look
like?

Improving accessibility includes:

- Awareness
- Training and education
- Auditing
- Willingness
- Removal

Who can work on improving accessibility?

Any person who has an interest in listening, learning, collaborating, and improving accessibility.

We can all:

become aware of issues, advocate for accessibility, and cultivate positive attitudes towards accessibility work.

Agenda

- 1) Defining accessibility, disability, and ableism
- 2) Awareness of disabilities and accessibility
- 3) Accessible and inclusive communication
- 4) Our plan moving forward

Disability and Accessibility

According to the World Health Organization (2001), **disability** has three dimensions:

- Impairment
- Activity limitation
- Participation restrictions

Accessibility is the measure of how easily persons can access something or participate in it.

Improving accessibility means addressing barriers.

- a physical environment that is not accessible
- lack of relevant assistive technology
- negative attitudes of people towards disability
- services, systems and policies that are either nonexistent or that hinder involvement

WHO, 2001, p.214

Adults in New Mexico:

12% have mobility disabilities

13% have cognition disabilities

7% have hearing disabilities

5% have vision disabilities

Adults in rural areas are around 9% more likely to have a disability.

A - Examining Library Accessibility



CDC, 2018

Ableism:

"discrimination or prejudice against individuals with disabilities"

(Merriam-Webster, n.d.).

We may be practicing ableist beliefs without even knowing it.

We might:

- resist necessary change
- ask to see the "business" case
- nitpick accessibility requirements
- prioritize new inaccessible features
- minimize accessibility needs

(Byrne-Haber, S., 2021)



A quick way to check if something is ableist:

Replace accessibility or disability with race or gender.

If it now sounds unacceptable, discriminatory, or offensive, it is most likely ableist as well.

Awareness



To recognize and begin to address accessibility issues and barriers, we must first recognize our privileges and understand who we are serving.

Who are we serving?

Persons with visible and invisible disabilities

Visible vs. Invisible Disabilities (examples)

VISIBLE

Physical disabilities
Persons with visible assistive devices
Low mobility
Low vision
Paralysis
Cerebral Palsy
Tourette Syndrome

INVISIBLE

Severe anxiety
PTSD
Panic disorder
Obsessive Compulsive Disorder
Chronic pain
Fibromyalgia
Deaf persons
Persons who are blind
Neurodivergence

SEE

LIKE

ME

Beyond ADA Standards

ADA Requirements are the minimum legal requirement for access.

Hunter's Point Library,
Queens, NY,(Kim, E., 2019)

A - Examining Library Accessibility





LIKE A BURST OF SUNSHINE

through a cool wisp of wind,

IT'S SWEET AND TANGY, *SURPRISING AND JUICY.

IT TICKLES LIKE A DELICIOUS SECRET THAT YOU CANNOT BEAR TO SHARE.

AND HOW LUSH IT FEELS AT EVERY SP like an instant whiff of a fresh bouquet of flowers in spring!

With a quick, sharp jolt of tart and a sudden burst of sugary-citrusy-sweetness,

IT LEAVES YOUR TONGUE TINGLING PLEASANTLY.

THEN, IT CURLS DELICIOUSLY AROUND YOUR TASTE BUDS,

TANTALIZING YOUR IMAGINATION & ripples happily down your spine.

ARE YOU STILL WITH US? GREAT!

CAUSE WE WOULD LIKE YOU TO TRY FANTA'S NEW TASTE, DELICIOUSLY ORANGE. YES, RIGHT NOW!

JUST TEAR OFF A
PIECE OF THIS PAGE

POP IN YOUR MOUTH
& ENJOY A FANTA BY TASTING THIS AD!

A - Examining Library Accessibility

Fanta is a registered trademark of The Coca-Cola Company. This edible paper contains potato starch, wheat flour, cross-linked starch, flavoring, food coloring, artificial sweeteners, saccharin and food-safe ink.

How accessible is this ad?

Due to limited space,
the Braille Collection
has been moved. It is
now located opposite
the Juvenile Audio
Book Collection.

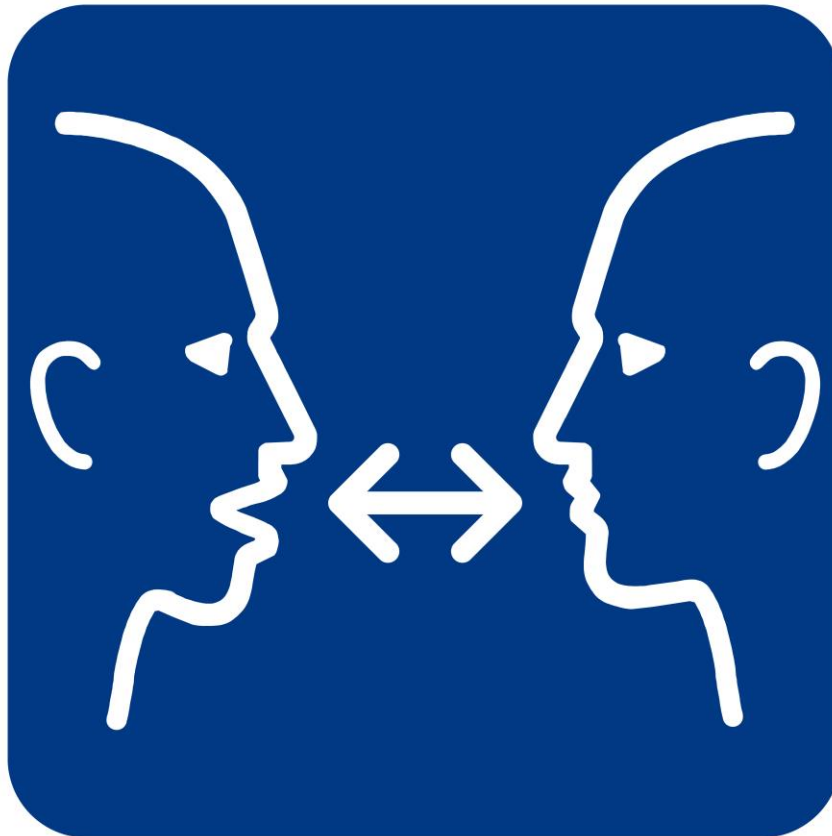


FAIL

Where did this library
sign go wrong?

Accessible and Inclusive Communication

What can I do to practice inclusive communication?



A CAT MASSAGE?



Communication Barriers

Barriers to communication can be:
physical, mental, perception-based, or attitudinal.

People who have disabilities that affect their communication can experience a range of barriers when accessing goods and services in their communities.

Persons with disabilities report that people often:

Ignore them, and speak to the person with them

Underestimate their abilities to make their own decisions

Speak about them as if they are invisible

Assume they cannot hear or understand what they are saying

Restrict them to answering yes and no questions

Pretend to understand their messages when they don't

(CDAC, 2021)

Don't say this:**Instead, try this:**

Confined or restricted to
a wheelchair, wheelchair bound

Person who uses a wheelchair

Can't talk, mute

Person who uses a device to speak

Disabled, handicapped

Person with a disability

Epileptic

Person with epilepsy or seizure disorder

Handicapped parking or bathroom

Accessible parking or bathroom

Crippled, lame, deformed, invalid, spastic

Person with a physical disability

Slow, simple, moronic,
defective, afflicted, special person

Person with an
intellectual, cognitive, developmental disability

Insane, crazy, psycho, maniac, nuts

Person with an emotional
or behavioral disability, a mental health
impairment, or a psychiatric disability

What other ways can we practice inclusive communication?

Don't make assumptions about the person.

Keep alternative communication modes like pen and paper nearby.

Ask questions if you need clarification.



What else can we do?

What are we doing to get started?

Awareness – Providing training and education resources at the library on accessibility topics

Collaborating – Working with community members and advocacy groups for input

Auditing the library – We are utilizing resources from advocacy groups to assess spaces, services, and staff knowledge

Developing a plan – Where is the library now?
Where do we want our library to go? How will our library get there?

References

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CDAC. (2021). *Accessible communication*. Communication Disabilities Access Canada. <https://www.cdacanada.com/>

CDC. (2018). *Disability & Health U.S. State Profile Data: Adults 18+ years of age*. Center for Disease Control. <https://www.cdc.gov/ncbddd/disabilityandhealth/impacts/new-mexico.html>

Kim, E. (2019, October 4). *After uproar about accessibility, Hunters Point Library will relocate fiction section*. Gothamist. <https://gothamist.com/news/after-uproar-about-accessibility-hunters-point-library-will-relocate-fiction-section>

Merriam-Webster. (n.d.). Ableism. In *Merriam-Webster.com dictionary*. Retrieved August 19, 2021, from <https://www.merriam-webster.com/dictionary/ableism>

Northwestern Medicine. (2020, December 28). *Visualizing visual impairments* [Video]. Youtube. <https://youtu.be/OkeqHe53l1w>

World Health Organization. (2001). *International classification of functioning, disability and health*. WHO, Geneva.

Accessibility Audit

For each item below, rate the quality of the accessibility provided (to the best of your knowledge). Please use the blank lines to add notes. Your input is very helpful to the Library and we appreciate your participation.

* Required

1. Email *

Main Entrance and Lobby
Accessibility

Please start outside the main entrance and proceed inside.

2. Clear entrance signage

Mark only one oval.

	1	2	3	4	5	
Poor	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Excellent

3. Are the outdoor book/item return slots accessible to persons with mobility issues?

Mark only one oval.

- ☐ Yes
- ☐ No
- ☐ Maybe
- ☐ Comments:

4. Is each of the book/item return slots clearly marked?

Mark only one oval.

- ☐ Yes
☐ No
☐ Maybe

5. Glass doors marked for visibility

Mark only one oval.

	1	2	3	4	5	
Poor	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Excellent

6. Signage for elevator and restrooms

Mark only one oval.

	1	2	3	4	5	
Poor	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Excellent

7. Signage directing to major locations within the library (with pictograms as necessary) *

Mark only one oval.

	1	2	3	4	5	
Poor	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Excellent

8. Elevators

Check all that apply.

- ☐ Is there large print signage both inside and out?
- ☐ Does each floor have braille as well as a letter/number?
- ☐ Does the main exit level have a star symbol accompanied by braille?
- ☐ Are there audible signals when passing floors or the door opening/closing?
- ☐ Is there signage indicating evacuation areas on non-exit floors?
- ☐ Is the elevator entryway easily accessible with 36" of clearance?

9. Notes for Entrance and Lobby:

Main Level Accessibility

Walk the main path around both wings, and back to the elevator area.

10. Ease of access to computers

Mark only one oval.

	1	2	3	4	5	
Poor	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Excellent

11. Computer accessible software (visible signs for software)

Mark only one oval.

	1	2	3	4	5	
Poor	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Excellent

12. Computers - Accessibility software

Check all that apply.

- ☐ Is there a screenreader (or screenreader extension) available?
- ☐ Are the accessibility options clearly outlined?
- ☐ Are the accessibility options easy to use?
- ☐ Is there a computer station with flexible, accessible seating and table?
- ☐ Is the accessible station clearly marked?
- ☐ Must patrons request anything be altered in order to use the station or computer? (chairs moved, mice switched out, instructions for accessible programs, etc.)
- ☐ Is there signage letting patrons know they can request accessibility assistance?
- ☐ Are there low mobility options, like trackballs and wrist rests?
- ☐ Are there visual accessibility computers with large print keyboards and magnifiers enabled?
- ☐ Are these visual accessibility computers marked?

13. Self service kiosks ease of access

Mark only one oval.

	1	2	3	4	5	
Poor	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Excellent

14. Adult Services desk signage (Visibility, readability, pictograms)

Mark only one oval.

	1	2	3	4	5	
Poor	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Excellent

15. Adult Services desk ease of access

Mark only one oval.

	1	2	3	4	5	
Poor	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Excellent

16. Are there options for persons who require translation? (This can be written, verbal, or technological assistance)

Mark only one oval.

- ☐ Yes
- ☐ No
- ☐ Maybe

17. List any translation options you are aware of:

18. Is there signage indicating desk assistance for persons with disabilities?

Mark only one oval.

- ☐ Yes
- ☐ No
- ☐ Maybe

19. At service desks, are there chairs for elderly patrons or patrons with disabilities?

Mark only one oval.

- ☐ Yes
- ☐ No
- ☐ Maybe

20. Are media like large print books, audiobooks, and other accessible formats easy to locate?

Mark only one oval.

- ☐ Yes
- ☐ No
- ☐ Maybe

21. Are accessibility features such as magnifiers and audio disc players easy to access?

Mark only one oval.

- ☐ Yes
- ☐ No
- ☐ Maybe

22. Ease of access to materials on shelves

Mark only one oval.

	1	2	3	4	5	
Poor	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Excellent

23. Shelving accessibility:

Check all that apply.

- ☐ Are any shelves over 48 inches high?
- ☐ For shelves over 48 inches, are there signs indicating patrons can request help?
- ☐ Are shelves at least 36 inches apart in all areas?

24. Accessibility of signage on shelf endcaps (Visibility, readability, pictograms)

Mark only one oval.

	1	2	3	4	5	
Poor	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Excellent

25. Ease of access to tables and chairs

Mark only one oval.

	1	2	3	4	5	
Poor	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Excellent

26. Are there chairs and tables of varying heights?

Mark only one oval.

- ☐ Yes
- ☐ No
- ☐ Maybe

27. Study Rooms ease of access

Mark only one oval.

	1	2	3	4	5	
Poor	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Excellent

28. Is the circulation desk book return accessible to persons with mobility issues?

Mark only one oval.

- ☐ Yes
- ☐ No
- ☐ Maybe
- ☐ Comments:

29. Is the book return clearly marked?

Mark only one oval.

- ☐ Yes
- ☐ No
- ☐ Maybe

30. Notes for Main Level:

Upper Level Accessibility

Take the stairs or elevator upstairs, and walk all of the public spaces.

31. Ease of access to tables and chairs

Mark only one oval.

	1	2	3	4	5	
Poor	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Excellent

32. Upper Level signage (Visibility, readability, pictograms)

Mark only one oval.

	1	2	3	4	5	
Poor	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Excellent

33. Meeting Rooms ease of access

Mark only one oval.

	1	2	3	4	5	
Poor	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Excellent

34. Notes for Upper Level:

Lower Level
Accessibility

Take the stairs or elevator down to the lower level, and walk all of Youth Services, including The Zone.

35. Youth Services desk ease of access

Mark only one oval.

	1	2	3	4	5	
Poor	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Excellent

36. Youth Services desk signage (Visibility, readability, pictograms)

Mark only one oval.

	1	2	3	4	5	
Poor	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Excellent

37. Are there options for persons who require translation? (This can be written, verbal, or technological assistance)

Mark only one oval.

- ☐ Yes
- ☐ No
- ☐ Maybe

38. List any translation options you are aware of:

39. Is there signage indicating desk assistance for persons with disabilities?

Mark only one oval.

- ☐ Yes
- ☐ No
- ☐ Maybe

40. At service desks, are there chairs for elderly patrons or patrons with disabilities?

Mark only one oval.

- ☐ Yes
- ☐ No
- ☐ Maybe

41. Are media like large print books, audiobooks, and other accessible formats easy to locate?

Mark only one oval.

- ☐ Yes
☐ No
☐ Maybe

42. Are accessibility features such as magnifiers and audio disc players easy to access?

Mark only one oval.

- ☐ Yes
☐ No
☐ Maybe

43. Computer accessible software (visible signs for software)

Mark only one oval.

	1	2	3	4	5	
Poor	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Excellent

44. Is the book return at the Youth Services desk accessible to persons with mobility issues?

Mark only one oval.

- ☐ Yes
☐ No
☐ Maybe
☐ Comments:

45. is the book return clearly marked?

Mark only one oval.

- ☐ Yes
☐ No
☐ Maybe

46. Self service kiosks ease of access

Mark only one oval.

	1	2	3	4	5	
Poor	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Excellent

47. Ease of access to tables and chairs

Mark only one oval.

	1	2	3	4	5	
Poor	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Excellent

48. Are there chairs and tables of varying heights?

Mark only one oval.

- ☐ Yes
☐ No
☐ Maybe

49. Accessibility of signage on shelf endcaps (Visibility, readability, pictograms)

Mark only one oval.

	1	2	3	4	5	
Poor	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Excellent

50. Ease of access to materials on shelves

Mark only one oval.

	1	2	3	4	5	
Poor	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Excellent

51. Notes for Lower Level:

52. Any additional notes or comments: *

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