

**Los Alamos County
Library Board
Draft Minutes
December 6, 2021**

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

Members Present

Kelly Dolejsi
Frances Knudson
Rena Mitchell
John Nash
David Reagor, Council Liaison

Not Present

Riz Ali

Others Present

Eileen Sullivan, Library Manager
JohNeva Martinez, Library Board Admin
Gwen Kalavaza, Assistant Library Manager

1. Call to Order

Chair Nash called the meeting to order at 5:33pm.

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

N/A

3. Board Business

A. Review and approval of the November 1, 2021 Library Board Minutes:

Motion: Board member Mitchell, moved to approve the minutes of the November 1, 2021 Library Board meeting. Board member Dolejsi seconded the motion. Motion passed with all in favor (4/4).

B. Library Technology Roadmap Presentation and Discussion

Presenter: Gwen Kalavaza, Assistant Library Manager

Attachment B: Draft Technology Roadmap FY 22

Attachment C: Technology Roadmap PowerPoint

Gwen Kalavaza presented the Technology Roadmap Plan for FY22. The goal of the plan is to receive input and ideas from staff and the Library Board. To give direction to

staff for current and future activities. To help with budget planning, and to gain support for identified activities (see attached presentation for details).

C. FY 23 Board Workplan Discussion

Attachment D: Final FY 22 Library Board

Manager Sullivan shared that the FY23 Work Plan is due in February. The Library Board will review the FY22 Plan and provide input to Manager Sullivan by December 17th, 2021.

4. Chair and Board Member Reports

A. Chair's Report: N/A

B. Board, Commission and Committee Luncheon Report

Chair Nash attended the B&C Luncheon on November 18th. He reported that all B&C meetings were being held via zoom/hybrid for the time being.

C. Friends of Los Alamos County Library Liaison Report

Manager Sullivan attended the Friends Meeting and provide the following update. The bookstore currently has about 12 shifts that are being staffed mostly by volunteers. Due to the pandemic, they are down 13 volunteers, they are currently functioning ok but have shortened their hours for the time being. Melissa Mackey YS Librarian gave an update on the Summer Reading Program. She shared the data and the achievements of the program with the Friends, as they are the primary sponsor of the program. Jessica Jenkins the new Program Specialist was introduced, she did a feature article about the Friends in this month's Library Newsletter. The Block Grant was discussed, they are recovering from sales at the bookstore and feel they should be able to give the Library \$25,000 for this year's block grant. The next meeting will be held in January.

5. Board/Staff Communications:

Mangers Report: Manager Sullivan pulled some data together on circulation trends in 2019. It seems that in person visits and physical circulations have gone down while digital circulations have increased. Circulations were up from last month and seem to be increasing. This month there was a total of 40 programs that were offered. There was a total of 926 participants in the youth, family and all ages programs and 25 participants in the Adult Conversations program. The James Web Telescope Launch Celebration and The Spooky Action at A Distance Exhibit which was a Halloween theme based on physics concepts were two of the programs that were held in addition to the regular on-going programming. There is a small format Plein Air exhibit that is currently on Display in the Step-Up Gallery at Mesa Public Library. Manager Sullivan reported that we are currently down 4.75 FTE'S, and that several recruitments are in the works.

6. Q & A with Council Liaison

Nothing new to report this month.

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

The next meeting is scheduled for January 3, 2022 at 5:30 pm via Zoom.

8. Adjournment

The meeting adjourned at 6:53 pm.