

**Los Alamos County
Library Board
Minutes
November 19, 2025**

Members Present

Beth Stelle
Brain Reardon
Ryan Parker
Jason Chappel
Michele Altherr (Zoom)

Others Present

Veronica Encinas, Senior Librarian
Katie Thwaites, Deputy County Attorney
Tara Damschen, Stantec

1. Call to Order

Chair Stelle called the meeting to order at 5:31 pm.

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

None

3. Board Business

A. Review and approval of the November 3, 2025 Library Board Minutes:

Motion: Board Member Chappel moved to approve the minutes of the November 3, 2025 Library Board meeting. Board Member Reardon seconded the motion. Motion passed with 5/5 in favor.

B. Presentation – Open Meeting Act and Inspection of Public Records

County Attorney Katie Thwaites presented on the New Mexico Open Meetings Act and Inspection of Public Records.

C. Presentation – Los Alamos Public Library Stantec Noise Study

Tara Damschen from Stantec presented on the recent sound study and highlights of recommended solutions for noise mitigation at the Mesa Public Library.

D. Proposed 2026 Meeting Dates

Senior Librarian Veronica Encinas presented the proposed meeting date for calendar year 2026 to the Library Board for approval. Chair Stelle moved that approval for the 2026 Proposed Meeting Dates would be postponed until the December 1st meeting. Board member Parker seconded the motion. Motion passed with 5/5 in favor.

E. Library Board Work Plan 2026 Introduction

Chair Stelle introduced the Library Board Workplan including that some changes to the template were still being developed but the board would move forward with planning.

4. Chair and Board Member Reports

A. Chair's Report

Chair Stelle reported on the Library Board Outreach at the Council Booth on October 28th and invited Board Member Altherr to share her experience.

B. Board, Commission and Committee Luncheon Report

Chair Stelle reported on the Boards and Commissions Luncheon from November 13, 2025.

C. Friends of Los Alamos County Library Liaison Report

Board Member Altherr reported on the Friends of the Los Alamos County Library meeting. Including their new website design.

5. Board/ Staff Communications:

Manager's Report: Senior Library Veronica Encinas reported the following information: Library circulation totals for the month were 31300 with 9202 of those being digital. The library held 73 programs with a total attendance of 1288. She also shared information on upcoming programs, news that the new Operation Librarian Adam Becker began his work with the library on November 10 and the library is currently recruiting for two $\frac{3}{4}$ time Library Associated. She also shared patron feedback. Chair Stelle added a kudos she received about the scope of digital services available.

6. Q & A with Council Liaison

None

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

The next meeting is scheduled for December 1, 2025.

8. Adjournment

The meeting adjourned at 7:22 pm.

Approved by the Library Board December 1, 2025

Elizabeth Stelle, Library Board Chair