

**Minutes for OCTOBER 26, 2021 - FINAL**  
**Library Board Meeting – 6:00 P.M.**  
**Jemez Springs Public Library**

**Members Present:** Hailey Cooper, Doug Parker, Janet Phillips, Anita Punla, Barbara Stone and Heather Gutierrez

**Member Absent:**

**Presiding:** Library Board President Barbara Stone

**Friends of the Library Presence:** Suzanne Swetnam

**1. Call to Order:** The meeting was called to order at 6:02 p.m.

**2. Approval of Minutes**

Barbara moved and Hailey seconded to approve the September 21, 2021 minutes.

*Action taken: The September 2021 minutes were unanimously approved.*

**3. Librarian's Report**

The written reports provided to Board members are included herein as part of these minutes. Discussion focused on specific items.

Community Conversations: *After the Thunder* published verbatim Janet's write-up on the community conversation results. However, her article was paraphrased in the *Jemez Valley Alley*. Janet sent a follow-up letter to the JVA editor voicing her concerns and requesting that the website showing the actual results be provided to the public. The JVA editor has promised to publish the follow-up letter in its entirety.

Bond Funds: Janet voiced concern about shortage of construction materials and contractors. Doug will assist Janet in a 'request for quote' for the library eave/canopy project. Janet continues to look into other options for spending funds before the end of the year.

Staff Safety: The library requires that patrons wear masks inside the library; otherwise, staff works with unmasked patrons outside the building. Janet commented on a recent incident that required temporary closure of the library for the safety of staff, and pointed out the lack of constant police presence in the plaza. Library staff does have safety protocols to follow. The Board brainstormed possible safety options including installing a panic alarm, double staffing, and lobbying for better police coverage.

Indoor Activities: Janet noted that the change in weather requires more inside programs. However, NM DOH does not currently have any legal guidelines as to the number of individuals allowed for inside activities. The NM State Library does not provide guidelines, and libraries differ in the range of numbers. Janet will determine the reasonable number allowed in the space based on the type of activity and a 4 - 6 feet social distance. It was noted that limiting the number of participants can affect the viability of a presentation or activity.

**4. Upcoming Library Board Agenda**

Community Needs Assessment, Collection Development Policy and Strategic Plan are items for future Board discussion.

**5. F.O.L. Report**

Suzanne submitted the October 26<sup>th</sup> report, and noted the continued generosity of the community. The F.O.L. has received numerous donations and monies from fund-raising activities. Sale of raffle tickets for the artwork donation by Liza MacKinnon has already raised over \$300. Tickets can be purchased on-line, and is advertised on Next Door.

**6. Comments**

There were no public comments.

**7. Next Meeting:** The next meeting is scheduled for Tuesday, December 7, 2021 at 6:00 p.m. The meeting will be held at the Village Conference Room for those who would like to attend in person, but will also be available via zoom and tele-conference.

**10. Adjournment**

Barbara moved and Hailey seconded that the meeting be adjourned.

*Action taken: The meeting was adjourned at 7:09 p.m.*

Respectfully submitted,  
Anita Punla, Secretary