

Minutes for May 13, 2025

Library Board Meeting
Jemez Springs Public Library

Members Present via Zoom: Heather Gutierrez, Kellie Primm

Members Present in Person: Hailey Cooper, Pam Cornell, Gracie Johnson, Amanda Lewis, Barbara Stone

Members Absent: None

Presiding: Barbara Stone, Library Board President

Friends of the Library Presence: Suzanne Swetnam

1. **Call to Order:** The meeting was called to order at 6:05 p.m. This meeting's agenda was certified by the Library Board President.
2. **Approval of April 2025 meeting minutes**
Errors in the last meeting's minutes were noted: a correction in one of the person's trained to help in the library and the next meeting's hybrid vs. zoom format.

Action taken: The April 2025 meeting minutes were unanimously approved with the corrections mentioned above.

3. Librarian's Report

The Librarian Notes (review of April 2025) was available for review. The written Librarian Notes provided to Board members are typically a part of these minutes and are also posted to the Library Board page of jsplibrary.org under the heading of Meetings. As Janet Phillips, the library's previous director, has retired and the new director will formally start next week, Amanda Lewis prepared notes for the board's information. Comments during the librarian's report included:

- The May events at the library will include movie night. Flyers are printed to be handed out at the school. There was concern that adult family members of students remained uninformed despite handing out the flyers. Library staff will attempt to assess the usefulness of the flyers as this is an expense to the library. Popcorn is also served at movie night and paper bags will be used rather than plastic cups, as in the past, for sanitary reasons.
- Library property damage has recently occurred caused by children who have been unsupervised at library events. The current code of conduct and safety policies will be reviewed at the next meeting to determine

appropriate steps to deal with the lack of child supervision and damage occurring due to children being unsupervised.

- The summer reading program was discussed to inform and answer questions presented by the board. Upcoming programs include Explora! and a presentation by NM Archeology that will tie into interests regarding dinosaurs. Amanda and Hailey discussed starting planning for the Summer Reading Program earlier in the year as many options are now booking up as much as a year in advance. Barbara Stone offered contact information for the Curator of Herpetology of the Albuquerque Zoo as a possible option.
- Discussion regarding rearranging the library space ensued as an option to provide more space for privacy as compared to the use of privacy booths. All in attendance at the meeting were unsure of where the previously recommended privacy booths were in the budgetary process and whether changes could be made to that proposed purchase. The plan is to check with the Mayor to answer questions regarding the privacy booths before further discussion occurs.
- Repair of the children's bookshelves was completed.
- A refrigerator was purchased by the FOL for library use.
- Library staff are working to clear out miscellaneous unused items to make room for a table with a public access computer available.
- During staff lunch on May 30 at 1:00, all board members are welcome to join in a potluck to meet the new library director.
- All present acknowledged and expressed appreciation for Amanda's efforts while the library is operating without a director.

Action taken: Include the Librarian Notes for April 2025, in the May Board minutes to be posted on the Library Board page and explore status and options regarding the privacy booths. Revisiting the code of conduct and safety policies will be added to the agenda for the next meeting.

4. Art Exhibit Policy Update

- Concerns regarding expectations with respect to advertising artists' work have occurred since artwork is now being hung in the library. The proposed amendments intend to address issues that have arisen. Suggestions were made to make the additions more concise prior to including potential revisions into the policy. Gracie will rework the wording to present at the next board meeting.

Action taken: Work on wording for potential addition of advertising section to the Art Exhibit Policy for presentation at the next board meeting.

5. FOL Report

Suzanne shared the following:

- The Duck Race ducks will be available for sale every Saturday in June. Volunteers are needed for launching the ducks on the day of the race.
- The FOL raised \$831 in April and spent \$2031 on the donated refrigerator, the cost of books to be sold at the library and an upcoming presentation.
- The sale of Tom Swetnam's books continue to be an income source for FOL with \$10 made from the sale of each book. FOL has pursued the non-taxable status with no sales tax charged on the sale of books.
- On June 7, there will be a Master Gardener's presentation and an opportunity to meet the new librarian.

6. Comments

- Early in the meeting, Barbara shared information regarding Damien Spencer's presentation on May 3 and ties his work has to the library's strategic plan. The website is jemezvillage.com and he is working to keep the community informed of resources and events in the area. FOL has met with Damien with members of their board providing information for posting on the site.
- The village is seeking nominations for Volunteer of the Year. Nominations should be presented to the mayor.
- The village is seeking recommendations for capital improvements in Jemez Springs. Suggestions should be presented to the mayor.
- A crosswalk will be installed from the library to the park with signage as part of past capital improvement funding. The road around the park will become one-way with entrance only at the north side of the park.
- There were no public attendees.

7. Next meeting

June 10, 2025, 6 p.m. via zoom and in person (hybrid). (Correction to agenda for this meeting will be posted showing the correct date for the next meeting.)

8. Adjournment

Action taken: The meeting was adjourned at 7:23 p.m.