

- **Thank you for the honor** of being selected the new Jemez Springs Public Library Director and for the extremely warm and generous welcome I have received! I am looking forward to building on the achievements of my predecessors and making a new contribution to this wonderful library and community.
- **A special thank you** to: Janet Phillips, the previous Library Director, for creating supremely helpful succession documentation, Amanda Lewis, the Librarian Assistant, for doing a great job as acting librarian in the interim, and the library staff and volunteers for enthusiastically and successfully carrying out all the standing programs and activities!
- **Accomplished operational tasks and projects:**
  - a. March 2025 reimbursement request to the 2023 County Bond submitted.
  - b. The format of the quarterly FOL expenditure report to the village has been upgraded and the CY25 1<sup>st</sup> Qtr. report has been submitted.
  - c. County Bond 2025 MOA has been signed by Mayor Nealeigh.
- **Ongoing operational tasks and projects:**
  - a. My top priority is to thoroughly familiarize myself with the library's budget and financial documentation in preparation for the end-of-the-fiscal-year tasks and reports (especially FY25 New Mexico Public Library Annual Report and State Grants-in-Aid Application) and the new fiscal year setup (thank you to Jim Cox, our Financial Director, for his continuous assistance).
  - b. My closest next priority is to learn everything about the library: its history, traditions, role in the community, patron base, structure, policies and procedures, ongoing projects and activities; and about the community of the Jemez Springs itself.
- **Library Conference Room Art Display:**
  - a. The first display, by Ed Samuels, has successfully run through the months of April and May and received positive feedback.
  - b. The setup of the new display, by library staff member Damien Spenser, was successfully completed on June 5. Please stop by the library and enjoy Damien's beautiful and innovative artwork!
- **Library's participation in the 4<sup>th</sup> of July activities:**
  - a. Library will have a float in the parade, the centerpiece for which will be created as part of the Summer Reading Program. Thank you to Judith Isaacs for providing the truck for the float and to Hailey Cooper for taking the lead on the centerpiece design and creation project.
  - b. Mayor Nealeigh and I are planning a series of in-person visits to some local communities to introduce ourselves, advertise the Jemez Springs 4<sup>th</sup> of July celebration, and lay a foundation for future cooperation, including library and cultural projects.
- **Facilities:**
  - a. Urgent repairs to the front steps of the library have been made to ensure safety (thank you to Chad Bell).
  - b. The garden areas in front of the library have been thoroughly weeded and beautified (thank you to Elaine and Steve Sutherland for volunteering!).
  - c. Capital outlay projects are pending release of funds: ramp replacement, sound booths, stuccoing the exterior, and a shade structure. Some (re)prioritization and minor adjustments to the previous plans may need to be made.
  - d. New safer shelving for the children's area: we are researching the most suitable shelving and the project logistics and will notify the donor as soon as we have sufficient data to proceed.
  - e. Recommend: review the furniture in the library's main room for ergonomics and comfort.
- **Personnel:**

- a. Annie Riley, who worked Fridays and Saturdays, retired on June 1. The library organized a combined celebratory lunch to say goodbye to Annie and to welcome the new director.
  - b. For now, my recommendation is to cover those hours by enlisting the services of the current library staff members, rather than attempt to hire a new person into the 16-hour position. Preliminary coordination with the library staff showed that it can be done with no detrimental effects to library operations.
- **Special Programs:**
  - a. May 3 website event by Damien Spenser and May 17 MSA event featuring Prima Jalichandra's performative lecture on Jemez history reportedly enjoyed great success.
  - b. Upcoming in June:
    - Summer Reading Challenge!
    - June 7, at the first Farmers Market of the season:
      - Meet-and-greet with the new librarian
      - Damien Spenser's art reception and live demo
      - Presentation: Museum of Southwestern Biology: "Protect our Pollinators"
    - June 14: MSA event: Kathleen Willard poetry workshop
    - June 21: Movie night in the park
- **Regular programs** (thank you to staff, NMSL, and volunteers for providing these opportunities):
  - a. Storytime for Babes & Tots (ages 0-5)
  - b. Dungeons & Dragons (ages 12 to adult)
  - c. Body Conditioning & Strength Training (at the Jemez Valley Community Center)
  - d. Homeschool Meetup
  - e. Book Chat
  - f. Rotating Large Print collection from NMSL
- **Contact-free & outside-the-working-hours services:**
  - a. Curbside pickup, lockers for 24/7 hold pickups, laptops to use outside the library, and reference via phone/ email.
- **The Friends of the Library** continue to be a tremendous support by contributing to the library's operational costs as well as funding all the programming expenses and some special purchases. Thank you to all who contribute as volunteers and donors!

**Library Board Agendas (prior to the meeting), and Librarian Notes and Library Board-Approved minutes (minutes are typically reviewed and approved at the subsequent board meeting) can be found on the library website here: <https://jsplibrary.org/board-meetings/>**