

## Minutes for November 12, 2025

Library Board Meeting  
Jemez Springs Public Library

Members Present via Zoom: Hailey Cooper, Pam Cornell, Gracie Johnson

Members Present in Person: Andrew Adaryukov, Amanda Lewis, Kellie Primm, Barbara Stone

Members Absent: Heather Gutierrez

Presiding: Barbara Stone, Library Board President

Friends of the Library Presence: Suzanne Swetnam

1. **Call to Order:** The meeting was called to order at 6:10 p.m. This meeting's agenda was certified by the Library Board President.

2. **Approval of October 2025 meeting minutes**

Hailey moved to approve the minutes and Pam seconded the motion.

***Action taken: The October 2025 meeting minutes were unanimously approved.***

3. **Librarian's Report**

The Librarian Notes were available for review. The written Librarian Notes are provided to Board members prior to Board Meetings and are posted to the Library Board page of [jsplibrary.org](http://jsplibrary.org) under the heading of Meetings.

Comments/questions during the librarian's report included:

- Inquiry was made about what furniture was being purchased for the children's area. Andrew informed the board that the money was being spent to replace the bookshelves.
- Explanation was requested regarding the "enterprise-wide PDF solution". Andrew explained that the library has been using an expensive PDF-editing program, subscription for which will run out in January 2026. The library has identified a much cheaper product that appears to meet the functionality requirements. The library has made a recommendation to the village to consider it for municipality-wide adoption. The library is working with the Village IT official on a more thorough trial of the software.
- Explanation was requested on the term "uniformed peripherals". Andrew explained that the library has purchased identical monitors, keyboards, and computer mice for new public access computers. This will improve

the look of the public computer area and simplify maintenance and troubleshooting.

- Description was requested on upcoming potential events. The upcoming potential events are based on interest shown during the open house event and include a computer gaming club, Minecraft, a board game club, and arts/crafts. The staff are planning these in stages based on interest shown during the open house. Appreciation was also expressed for diligent and patient efforts to promote the new Tai Chi program that has been planned because of the high interest shown at the open house.
- Contact was made with Jemez Pueblo and Andrew will be meeting with the Pueblo librarian soon.
- Currently there is no use of curbside pickup (which was implemented during the pandemic) but staff are now fielding more questions regarding Libby (an online platform for eBooks and streaming audio books provided by the library).
- The hole that was present due to plumbing work next to the book drop has been filled with finalization of plumbing repairs.

#### **4. Review and approve updated Art Exhibit Policy**

The Art Exhibit Policy has been discussed in the past with revisions made at each meeting. Only minor changes were made to the policy during this meeting. The board agreed to vote on approval of the policy with the minor changes discussed during the meeting.

Kellie moved to approve the Art Exhibit Policy with the recommended minor changes. Pam and Gracie both seconded the motion.

***Action taken: Adopt the updated Art Exhibit Policy with revisions discussed during this meeting.***

#### **5. Review and approve updated Library Code of Conduct**

The board and library staff reviewed the updated Code of Conduct flyer prepared by Amanda. The existing Code of Conduct document was reviewed during the September Library Board Meeting with recommendations made at that time. Minor wording and punctuation changes were made during this meeting. The Board recommended approval of the document with the minor changes.

Gracie moved that the document be approved with the discussed changes and Hailey seconded the motion.

***Action taken: Adopt the updated Code of Conduct Policy with revisions discussed during this meeting.***

**6. FOL Report**

The Friends of the Library have not met since the last Library Board Meeting with their next meeting scheduled for November 20. Suzanne reported the following:

- No new news to report currently.
- She expressed appreciation for continued volunteerism supporting the FOL and, hence, the library.

**7. Comments**

- Currently there are no applications for art exhibitions at the library with speculation as to factors influencing desire/ability to display artwork. Staff plan a marketing push next year to promote regular hanging of artwork at the library. Three shows were displayed in the library conference room this year with the second show selling several pieces.
- With the conference room free of artwork, staff plan to utilize the space for housing the children's books while the new shelving is set up.
- Diana Sellers, a very active past FOL supporter, recently passed away. Those wishing to send condolences can contact Amanda.
- There were no public attendees.

**8. Next meeting**

Tuesday, January 13, 2026, at 6 p.m. via zoom and in person (hybrid).

**Adjournment**

***Action taken: The meeting was adjourned at 6:54 p.m.***