



City of Rio Communities Library Board Meeting
City Council Chambers - 360 Rio Communities Blvd
Rio Communities, NM 87002
Wednesday, January 12, 2022 6:00 PM
Minutes

Please silence all electronic devices.

Call to Order

- Chairman Bobby Caldwell called to order the Library Board meeting 6:02 pm

Pledge of Allegiance

- Secretary Lisa Tabet-Chavez led the Pledge of Allegiance.

Roll Call

- PRESENT: Chair Bobby Caldwell, Secretary Lisa Tabet-Chavez, Member Deborah Benavidez, Member Lisa LaManna, Member Rita White, Vice Chair Merita Wilson (arrived at 6:09 pm)

Approval of Agenda

- Member Deborah Benavidez made a motion to approve minutes, Member Lisa LaManna seconded; Voting Yea: Chair Caldwell, Vice Chair Wilson, Secretary Tabet-Chavez, Member Benavidez, Member LaManna, Member White. With a 5-0 vote the agenda for the library board meeting was approved as presented.

Approval of Minutes for November 10, 2021 & December 8, 2021

- Secretary Lisa Tabet-Chavez made a motion to approve the minutes. Lisa LaManna seconded the motion. Voting Yea: Chair Caldwell, Vice Chair Wilson, Secretary Tabet-Chavez, Member Benavidez, Member LaManna, Member White. With a 5-0 vote the minutes for November 10, 2021 and December 8, 2021 were approved as written.

III - Patron Responsibilities and Conduct and IV - Services of the Library

- Vice Chair Merita Wilson made a motion to vote on the action item #2 Patron Responsibilities and Conduct and Services of the Library. Deborah Benavidez seconded. Voting Yea: Chair Caldwell, Vice Chair Wilson, Secretary Tabet-Chavez, Member Benavidez, Member LaManna, Member White. With a 6-0 vote the motion to accept "III Patron Responsibilities and Conduct and IV Services of the Library" policy statement was approved.

VI Volunteers and Friends and VIII Material Selection/Collection Development Policy

- Secretary Tabet-Chavez made a motion to vote on AMENDED materials for action items. Member Lisa LaManna seconded. Voting Yea: Chair Caldwell, Vice Chair Wilson, Secretary Tabet-Chavez, Member Benavidez, Member LaManna, Member White. With a 6-0 vote the motion to accept "VI Volunteers and Friends and VIII Material Selection/Collection Development Policy" policy statement was approved.

IX. Circulation Policy

- Chair Caldwell suggested we take this policy home for research and homework.
- Secretary Tabet-Chavez asked how long other libraries allow library cards to be active for, discussion continues.
- Vice Chair Wilson read the policies from the Belen Library website.
- Clerk Adair said we can set how many books can be checked out for the first time.
- Vice Chair Wilson said we should make the audio book loan periods longer than a week.
- Member Rita White said people should be allowed to renew their loans online, the discussion continued.
- Everyone agreed that there needs to be a limit of how many books can be checked out at one time.
- The consensus was that there should be a limit of TEN items per patron.
- Secretary Tabet-Chavez said the limit of per subject should be removed and continued the discussion.
- Clerk Adair advised instead of a fee we can send out a notice via email or snail mail on late items.
- Member Rita White asked how long we would consider materials being late.
- Chair Caldwell said 90 days is the legal standard, the discussion continued.
- Vice Chair Wilson said that Belen Library allows a limit of 10 items after 30 days. First 30 days you are limited to 3 items.
- Vice Chair Wilson asked about a night drop and began a discussion.
- Secretary Tabet-Chavez said she thinks this is important because of limited hours at city hall.
- Chair Caldwell explained for non-returned items we can see about collection agency or something since there will not be a fee charged, discussion continues.
- Vice Chair Wilson explained about how damaged books can be rare but what or how would we go about the situation if someone buys the book if not damaged and began a discussion.
- Clerk Adair said these policies can be revisited once we have a librarian but explained age range have to be advised due to minors.

X. Reference Service Policy

- Clerk Adair said she will add Rio Communities to areas on this policy.

Public Comment

- No public comments.

General Board Discussion/Future Agenda Items

Discussion Topic - XI. Programming Policy, XII. Public Relations Policy

- No discussion.

Adjourn

- Deborah Benavidez motioned to adjourn. Seconded by Lisa LaManna. With a 6-0 vote the library board meeting was adjourned at 7:37 pm.

Respectfully submitted,

Lisa Tabet-Chavez, Library Board Secretary
(Transcribed by Cheyenne Sullivan Assistant Clerk)

Date: _____

Approved:

Bobby Caldwell, Chairman

Merita Wilson, Vice Chairman

Deborah Benavidez

Lisa La Manna

Rita White