



City of Rio Communities Library Board Meeting
City Council Chambers - 360 Rio Communities Blvd
Rio Communities, NM 87002
Wednesday, March 23, 2022 6:00 PM
Minutes

Please silence all electronic devices.

Call to Order

- Chairman Bobby Caldwell called to order the library board meeting at 6:05 pm.

Pledge of Allegiance

- Secretary Tabet-Chavez led the Pledge of Allegiance.

Roll Call

- PRESENT: Chair Bobby Caldwell, Secretary Lisa Tabet-Chavez, Member Rita White.
ABSENT: Vice Chair Merita Wilson, Member Deborah Benavidez, Member Lisa LaManna.
Present: City Manager Dr. Martin Moore, Municipal Clerk Lisa Adair.

Approval of Agenda

- Due to no quorum the agenda was not approved discussion only on agenda items.

Approval of Minutes for March 9, 2022

- Due to no quorum the library board minutes was not approved.

Discussion:

Draft Library Budget

- Manager Dr. Moore said these library budget numbers are based on the library being open for 10 hours a week.
- Chairman Caldwell said a part time position is closer to 20 hours. He also asked if the position would include benefits.
- Manager Dr. Moore said this budget is considered a line-item budget and for these hours they would not get benefits.
- Chairman Caldwell asked about goal bonds and restrictions on them.
- Manager Dr. Moore continued by saying they need to think about the budgets and grants and continued with the discussion.
- Secretary Tabet-Chavez asked what happens if there is a maintenance need and there is no money on that line item.
- Manager Dr. Moore explained that we can draw from the general funds if we come to an emergency.
- Municipal Clerk Adair said we need to have all the line items we need for the year, even if we allot \$0 to that line, it will be easier to get it funded during the year.
- Manager Dr. Moore said the biggest driver on this budget is that the library will be open for and with this budget it is only allowed for you to be opened for 10 hours a week.
- Chairman Caldwell said we need to identify sources of revenue for the library and the discussion continued.
- Municipal Clerk Adair said she was looking at the New Mexico State Library and they are only opened for 4 hours, 5 days a week. Which it says Monday-Friday 1pm-5pm, they are only opened 20 hours a week.
- Member White said she thinks 10 hours isn't enough and the board agreed.

- Secretary Tabet-Chavez said she thinks we should shoot for 20 hours/Week.
- Chairman Caldwell asked if the board could register for enrichment\education.
- Manager Dr. Moore said yes, we need to notify the right people (clerk, finance dept. etc) to get approval.
- Chairman Caldwell said we need more time to look at this and come up with more line items.

XIV. Internet Use Policy

- Municipal Clerk Adair said that the changes the board requested were added to the internet use policy, and that there are some things that the patrons can look up as long as they are not illegal.

XV. Meeting Room Policy

- Manager Dr. Moore said he recommends that the cleaning deposit should be set by the City Council.

XVI. Displays and Exhibits Policy

- Municipal Clerk Adair said the change was made to reflect that the librarian will have discretion on displays.
- Member White asked how long the items can be displayed.
- Chairman Caldwell said that will be also up to the librarian to decide on, this led into a discussion.

XVII. Public Notice Bulletin Board Policy

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XVIII. Disasters Policy

- Chairman Caldwell said we should add a form to reference in the event of a bomb threat. Remove the word "village" from page 11. Change the last paragraph to say, "at the discretion of the Library Director/Librarian."
- Municipal Clerk Adair said we need to change snowstorms to "inclement weather".
- Municipal Clerk Adair said we should have something in this policy about public health (Covid, etc.) this led into a discussion.
- Chairman Caldwell said we should refer to the resolution by the Mayor about this item. Page 12 should be deleted.

Library bill of rights and the freedom to read statement.

- Chairman Caldwell said that we should read on it, take it home to understand more and if we have changes, we can do that next meeting.
- Municipal Clerk Adair said the statements is ready to go and be part of the policy and she left the link just in case someone would like to read the statements.

Public Comment

- No public comments.

General Board Discussion/Future Agenda Items

- Member White said we need to be thinking about final preparations for the Soft Opening of the library on April 30.
- Municipal Clerk Adair said we need to see who can be here.
- Chairman Caldwell said we need to be prepared for questions from the public.
- Municipal Clerk Adair said we will have the actual policy hopefully by April 27th.

Adjourn

- The library board meeting was adjourned at 7:04 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