



City of Rio Communities Library Board Meeting
City Council Chambers - 360 Rio Communities Blvd
Rio Communities, NM 87002
Wednesday, February 09, 2022 6:00 PM
Minutes

Please silence all electronic devices.

Call to Order

- Chair Bobby Caldwell called to order the meeting at 6:12 pm.

Pledge of Allegiance

- Board Member Debra Benavidez led the Pledge of Allegiance

Roll Call

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

Approval of Agenda

- Motion made by Member Debra Benavidez to approve the agenda. Seconded by Member Rita White. Voting Yea: Chair Caldwell, Vice Chair Wilson, Member Benavidez, Member White. With a 4-0 vote the agenda for the Library Board meeting was approved as presented.

Approval of Minutes for January 12, 2022

- Motion made by Member Rita White to approve minutes from January 12, 2022. Seconded by Member Deborah Benavidez. Voting Yea: Chair Caldwell, Vice Chair Wilson, Member Benavidez, Member White. With a 4-0 vote the minutes for 1/12/2022 were approved as written.

X. Reference Service Policy

- Motion made by Vice Chair Wilson to approve the reference service policy as written. Seconded by Member Benavidez. Voting Yea: Chair Caldwell, Vice Chair Wilson, Member Benavidez, Member White. With a 4-0 vote the reference service policy was approved as written.

IX. Circulation Policy

- Chair Caldwell stated that this policy was quite extensive but hopefully everyone was able to read it and started a discussion about the policy.
- Vice Chair Wilson said after issuing the library cards checking out books, movies, etc. is immediate.
- Municipal Clerk Adair stated when applying for the cards online it would be immediate so the librarian would issue the cards as soon as the application would come in.
- Vice Chair Wilson stated we did mention how much they can check out the initial first time.
- Municipal Clerk Adair went on about how much they can check out for the first 30 days as stating in the policy, this started a discussion.
- Chair Caldwell stated the wording is going to have to change and shortening the policy as well.
- Vice Chair Wilson stated this is New Mexico law and this is the Act in place, this continued the discussion.
- Municipal Clerk Adair said do not limit the policy to only one paragraph.

- Chair Caldwell then asked what if you make the paragraph and just add subtitles, this continued the discussion.
- Vice Chair Wilson said I think we should just follow the New Mexico Privacy Act because we might have to get a lawyer to make the policy.
- Chair Caldwell began reading the New Mexico Privacy Act.
- Municipal Clerk Adair explained we should keep the whole statute and just revise it and the discussion continues.

XI. Programming Policy

- Chair Caldwell stated this is pretty standard, cut and dry for the programming policy.
- Vice Chair Wilson said what I see here is the definition of what a planned program looks like. She went on to read the policy.
- Chair Caldwell said he agrees but will have to be up to the library director, this started a discussion.
- Vice Chair Wilson stated from her experience from working at the Belen Public Library, the programming comes from the library staff and program participants.

XII. Public Relations Policy

- Manager Dr. Moore stated the City has retained for economic development purpose Joann Griffin of Sunny505, she may have ideas in public relations, if you are talking about advertising.
- Chair Caldwell said it's about talking with citizens, governing officials, and leaders, so maybe us trying to reach the public so maybe Sunny505 can help.
- Manager Dr. Moore stated the policy is pretty straight forward.
- Municipal Clerk Adair stated the policy and mentioned that is what Sunny505 does.

Public Comment

- no public comments.

Board Discussion/Future Agenda Items

Discussion Topic... XIII. Equipment Use Policy, XIV. Internet Use Policy

- This is homework for the board.
- Chair Caldwell said on the next agenda item "open meetings act adoption."
- Manager Dr. Moore recommended on the next agenda proposed opening date for the library.
- Chair Caldwell asked for any comments or questions for the board.
- Vice Chair Wilson asked if we are almost close to opening.
- Manager Dr. Moore stated yes very close.
- Municipal Clerk Adair explained the calendar Council adopted and how they have a completion date in May.
- Vice Chair Wilson then stated that we could get information to the schools about our library opening and our summer programs.
- Municipal Clerk Adair stated there are 5 more policies we need to discuss; this started a discussion.

Adjourn

- Member Rita White motioned to adjourn. Seconded the motion Vice Chair Merita Wilson. The Library Board meeting was adjourned at 6:51 pm.

Respectfully submitted,

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

Date: _____

Approved:

Bobby Caldwell, Chairman

Merita Wilson, Vice Chairman

Deborah Benavidez

Lisa La Manna

Rita White