



City of Rio Communities Library Board Meeting
City Council Chambers - 360 Rio Communities Blvd
Rio Communities, NM 87002
Wednesday, August 02, 2023 5:30 PM
Agenda

Please silence all electronic devices.

Call to Order

Pledge of Allegiance

Roll Call

Approval of Agenda

Approval of Minutes

1. Regular Library Board meeting 07/05/2023

Action Items

2. Discussion, Consideration, and Decision – Election of Library Board Officers
3. Discussion, Consideration, and Decision – Moving the MOU (Memorandum of Understanding) between City of Rio Communities, the City of Rio Communities Public Library and the Amigos of the Library a Non-Profit Organization to City Council for approval
4. Discussion – Library Budget - Librarian/Community Programs Coordinator

Public Comment: The Board will take public comments on *this meeting's specific agenda items*. These should be in written form via email through 4:00 PM on Wednesday August 02, 2023 to info@riocommunities.net. These comments will be distributed to all Board Members for review. ***If you wish to speak during the public comment session in person:*** The Board will allow each member of the public three (3) minutes to address the Board. Both the public and Library Board will follow rules of decorum. Give your name and where you live. The public will direct comments to the Board. Comment(s) will not be disruptive or derogatory.

General Board Discussion/Future Agenda Items

Adjourn

Please join us from the comfort and safety of your own home by entering the following link:
@ <https://www.facebook.com/riocommunities>

NOTE: THIS AGENDA IS SUBJECT TO REVISION UP TO 72 HOURS PRIOR TO THE SCHEDULED MEETING DATE AND TIME (NMSA 10-15-1 F). A COPY OF THE AGENDA MAY BE PICKED UP AT CITY HALL, 360 RIO COMMUNITIES BLVD, RIO COMMUNITIES, NM 87002. IF YOU ARE AN INDIVIDUAL WITH A DISABILITY WHO IS IN NEED OF A READER, AMPLIFIER, QUALIFIED SIGN LANGUAGE INTERPRETER OR ANY OTHER FORM OF AUXILIARY AND OR SERVICE TO ATTEND OR PARTICIPATE IN THE MEETING, PLEASE CONTACT THE MUNICIPAL CLERK AT 505-861-6803 AT LEAST ONE WEEK PRIOR TO THE MEETING OR AS SOON AS POSSIBLE.



City of Rio Communities Library Board Meeting
City Council Chambers - 360 Rio Communities Blvd
Rio Communities, NM 87002
Wednesday, July 05, 2023 5:30 PM
Minutes

Please silence all electronic devices.

Call to Order

- Chairman Caldwell called the meeting to order at 5:30pm.

Pledge of Allegiance

- Vice Chairwoman Wilson led the pledge of allegiance.

Roll Call

- PRESENT: Chairman Bobby Caldwell, Vice Chairwoman Merita Wilson Secretary Lisa Tabet-Chavez Board Member Rita White, Board Member Deborah Benavidez, Board Member Lisa LaManna.
 - Present: Assistant to the City Manager Amy Lopez, Deputy Clerk Lalena Aragon.

Approval of Agenda

- Motion made by Secretary Tabet-Chavez to approve the agenda, Seconded by Vice Chairwoman Wilson. With a unanimous vote the agenda was approved.

Approval of Minutes for Regular Library Board meeting 05/03/2023

- Motion made by Secretary Tabet-Chavez to approve the minutes as written. Seconded by Board Member White.
 With a unanimous vote the minutes for Regular Library Board meeting 05/03/2023 were approved as written.

Discussion – Summer reading program

- Chairman Caldwell talked about the summer reading program and began a discussion.
- Mrs. Lopez explained that she had heard some good stuff, and everyone is having fun and continued the discussion.
- Vice Chairwoman talked about the prizes and how they were going to be presented.
- The board discussed the last day of the summer reading program activities they have planned and ideas for next year.
- Chairman Caldwell thanked everyone for all they did for the reading program.

Discussion – Library Budget - Librarian/Community Programs Coordinator

- Chairman Caldwell talked about tabling the budget due to no one available to talk to talk to us about it.
- Motion made by Secretary Tabet-Chavez to table the budget. Seconded by Board Member White.
 Voting Yea: Chairman Caldwell, Vice Chairwoman Wilson, Board Member White, Board Member Benavidez, Board Member LaManna. With a 5-0 vote the budget was tabled.

Public Comment:

- No comments.

General Board Discussion/Future Agenda Items

- Chairman Caldwell talked about having the elections at the next meeting and began a discussion.
- Mrs. Lopes talked about the MOU with the Amigos and explained that the Attorney is ok with everything, he just wants to put a lability to form in place for the Amigos to have a locked file cabinet in the library.
- Vice Chairwoman Wilson asked when the Audit was and explained that that we need to get this done to become a state funded library. The discussion continued.
- Chairman Caldwell asked Mr. Colson from the amigos for an update at the next meeting about where they are and the progress they have made.
- Mrs. Lopez talked about having two volunteers for the 10th anniversary committee for the city’s 10 year.
- Mrs. Lope talked about fall activity ideas for the Library.
- Member LaManna said I like the adult book club idea.
- Chairman Caldwell agreed and said I like the idea of involving adults.
- Vice Chairwoman Wilson gave some resources of books available and began a discussion about a story hour program for younger children.

Adjourn

- Motion made by Secretary Tabet-Chavez to adjourn. Seconded by Vice Chairwoman Wilson. With a unanimous vote the meeting was adjourned at 6:10pm.

Respectfully submitted,

 Elizabeth F. Adair, Municipal Clerk
 (Taken and transcribed by Lalena Aragon, Deputy Clerk)

Approved:

Bobby Caldwell, Chairman

Merita Wilson, Vice Chairwoman

Lisa Tabet-Chavez, Secretary

Debra Benavidez, Board Member

Lisa LaManna, Board Member

Rita White, Board Member

DRAFT

**Memorandum of Understanding Between
The Amigos of Rio Communities Public Library and the City of Rio Communities,
Rio Communities Public Library**

The following will constitute an operating agreement between the Amigos of the Rio Communities Public Library (Amigos) and the City of Rio Communities, Rio Communities Public Library (Library). It will stand until and unless it is modified by mutual agreement of the Amigos Board of Directors and the Library Board of Trustees of the Rio Communities Public Library.

The Rio Communities Public Library Amigos at an initial public organizational meeting on 28 September 2022 to promote public use of the City Public Library System and appreciation of its value as a cultural and educational asset to the community and encourage the extension and improvement of its service. The Amigos is a non-profit, 501(c)(3) organization that is a legally distinct entity from the Library but recognizes that the Library Board of Trustees has been given authority for policy direction for the Library, through the ordinances of the City Rio Communities. This agreement recognizes the Library Director as the agent for the Library Board of Trustees and the City of Rio Communities.

The Library agrees to include the Amigos in the long-term planning process to ensure that the Amigos are aware of the goals and direction of the Library.

The Library agrees to inform the Amigos of the Library's service initiatives at the beginning of each fiscal year and to discuss with Amigos how their resources and support might forward these initiatives. This should include a "wish list" of anticipated needs for support.

The Library agrees to inform the Amigos when significant reduction of services is contemplated.

The Library agrees to support efforts of the Amigos to raise funds, including through the sale of withdrawn Library materials, in accordance with the applicable provisions of State Statutes and City Ordinances. Such support may include provision of public space for sales and promotional materials, meetings, book storage and sorting at Library facilities, provided such space is available and the use of the space by the Amigos does not directly impact public service.

The Library agrees to provide regular contributions of timely information to the Amigos newsletter.

The Library agrees to provide consulting, when resources are available, to the Amigos through the provision of select or in-house marketing advice and services, with the approval of the Library Director.

The Library agrees to provide public space for Amigos membership brochures and promotional materials.

The Library agrees to provide the Amigos with space in the Library for book storage, sorting, and book sales.

The Library agrees to provide space for the Amigos to supply and place, at their own expense, a locking file cabinet.

The Amigos agree to stay informed about issues facing the Library, to ask questions or communicate concerns to the designated Liaison to the Friends, and to publicly support the Library and its policies.

The Amigos agree to assign a liaison to the Library who will meet with the Library Director as needed and will provide reports at the monthly meetings of the Library Board of Trustees.

The Amigos agree that the Library will accept or decline any and all gifts in the sole discretion of the Library Director.

The Amigos agree that the Library administration has the final say in accepting or declining all gifts made or proffered to the Library.

The Amigos agree to act as enthusiastic advocates on behalf of the Library when provided with necessary information, and to coordinate all activities with the Library Director and Trustees.

The Amigos agree to operate as outlined in the Bylaws and Standing Rules of the organization, statutes for non-profits in the state of New Mexico, and any other applicable laws. Professional accounting services and bank accounts will be utilized, and all necessary tax reports will be filed.

The Amigos agree to assign a single point-of-contact to facilitate requests for consulting in the area of marketing.

The Amigos understand and agree that neither the Library nor the City shall be liable for any damages, injuries or losses to Amigos files, data or any other property stored in or associated with the use and placement of a filing cabinet in the Library.

This Memorandum of Understanding is entered into on this ___ day of _____, 2023, by the authority of:

President
Amigos of the Rio Communities Library

Mayor
City of Rio Communities

Chairman
Rio Communities Library Board

Manager
City of Rio Communities.