



City of Rio Communities Library Board Meeting
City Council Chambers - 360 Rio Communities Blvd
Rio Communities, NM 87002
Wednesday, April 05, 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 03/01/2023**

Action Items

- 2. 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**

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 April 05, 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

- 3. General Discussion Topic....Summer Reading Program and Makerspace**

Adjourn

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

The Board may be attending the Explora at the La Merced Moose Lodge held in Rio Communities NM on April 29, 2023 /from 10:00 am to 12:00 pm a possible quorum may be in attendance.

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, March 01, 2023 5:30 PM
Minutes

Please silence all electronic devices.

Call to Order

- Chairman Caldwell called the Library Board meeting to order at 5:35pm.

Pledge of Allegiance

- Member White led the Pledge of Allegiance

Roll Call

- PRESENT: Chairman Bobby Caldwell, Vice Chair Merita Wilson, Secretary Lisa Tabet-Chavez, Member Rita White, Member Lisa La Mana, Member Deborah Benavidez.
 - Present: City Manager Dr. Martin Moore, Deputy Clerk Lalena Aragon, City Manager Assistant Amy Lopez.

Approval of Agenda

- Motioned made by Vice Chair Wilson to approve the agenda as written. Seconded by Member Benavidez. With a unanimous vote the agenda was approved.

Approval of Minutes for Regular Library Board meeting 02/01/23

- Motion made by Secretary Tabet-Chavez to approve the minutes. Seconded by Member La Mana. With a unanimous vote the minutes were approved as written.

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

- Chairman Caldwell explained the agreement of the MOU agreement between the City of Rio Communities Library and the Amigos of the Library.
- President of the Amigos Lloyd Colson said that his board has not had time to go over the MOU.
- Chairman Caldwell said that board will not be able to make a decision and would have to table the MOU until the next meeting.
- Motion made by Secretary Tabet-Chavez, Seconded by Vice Chair Wilson.
 Voting Yea: Chair Caldwell, Vice Chair Wilson, Secretary Tabet-Chavez, Member White, Member Benavidez, Member LaManna. With a 5-0 vote the MOU was tabled until the next Library Board meeting.

Public Comment:

- There were no public comments.

General Discussion Topic... Amy Lopez upcoming events in the Library and Makerspace

- Chairman Caldwell said that we have Amy here to talk about any upcoming events for the library and the maker's space.
- Amy Lopez explained that they are working with the Optimums Club to have a Lego camp during spring break. She further explained she is also working with the library to have some Lego activities like an Osmo reading program that will help Pre-K - 5th graders on how to read using computer games and that there are 30 laptops available to use for other activities during the summer.
- Member Lisa La Mana asked if the library board member would have a chance to also learn how to use the programs on the computers.
- Amy Lopez said that the board can come in and learn the programs if they would like.
- Chairman Caldwell asked for a time frame.
- Amy Lopez said that she would like to have an activity once a month for now and eventually expanding it twice a month.
- Vice Chair talked about the summer reading program and asked if it had to be on hold being we don't have the staff right now.
- Amy Lopez said that we can make the summer reading program happen.
- Chairman Caldwell asked how long the summer reading program would be if it would be an hour or two hours.
- Amy Lopez said about an hour or so and that the library would need volunteers from the library board to assist in the programs. The discussion continued.
- Vice Chair Wilson asked what day of the week works best for the board to come in and get training on the programs.
- Amy Lopez said that Wednesday is the best day of the week and continued to talk about activities they could do.
- Vice Chair Wilson talked about the financial cost of some of the things and further explained the state board will donate some things for free.
- Chairman Caldwell asked if there was a legal requirement on how many children to each adult.
- Vice Chair Wilson began a discussion on a schedule of June 7 to July 12 or June 14 - July 19 on Wednesdays at 10 am. The discussion continued.
- Vice Chair Wilson asked if I find out some information for library can I send a mass email to everyone.
- Manager Dr. Moore explained that she can send it to the city and the city will send an email to everyone.
- Vice Chair Wilson began a discussion about getting volunteers to help with the summer reading program. The discussion continued.

General Board Discussion/Future Agenda Items

- Chairman Caldwell explained that the next meeting we will further discuss the program with the children and the MOU.

Adjourn

- Motion to adjourn made by Vice Chair Wilson. Seconded by Member Benavidez. With a unanimous vote the library board meeting was adjourned at 6:05pm.

Respectfully submitted,

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

Date: _____

Approved:

Bobby Caldwell, Chairman

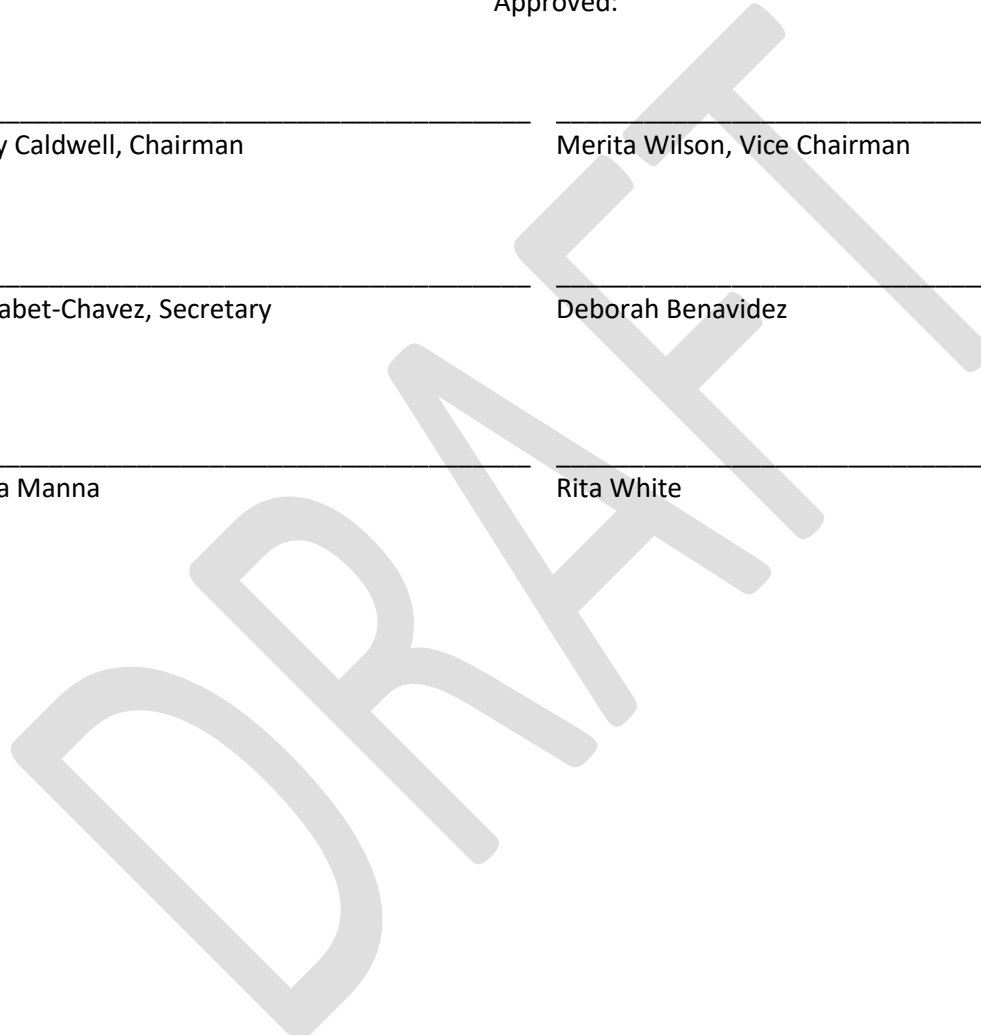
Merita Wilson, Vice Chairman

Lisa Tabet-Chavez, Secretary

Deborah Benavidez

Lisa La Manna

Rita White



**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 (Friends) 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 Amigos of the Rio Communities Public Library was inaugurated by the Library Friends Charter on _____ 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 Friends 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 Friends in the long-term planning process to ensure that the Friends are aware of the goals and direction of the Library.

The Library agrees to inform the Friends of the Library's service initiatives at the beginning of each fiscal year and to discuss with Friends how their resources and support might forward these initiatives.

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

The Library agrees to support efforts of the Friends 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 Friends does not directly impact public service.

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

The Library agrees to provide consulting, when resources are available, to the Friends 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 Friends membership brochures and promotional materials.

The Library agrees to provide the Friends with a "wish list" each year that indicates the anticipated needs for Friends' support.

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

The Friends 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 Friends agree to support the Library and its programs and services through annual donations to the Library and its Branches, and through the purchase of products and services that will benefit Library users and/or employees. Use of donated funds will be at the sole discretion of the Library.

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

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

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

This Memorandum of Understanding is entered into on xx, 2023, by the authority of:

_____, President
Amigos of the Rio Communities Library

_____, Mayor
City of Rio Communities Library

_____, Manager
City of Rio Communities.