



**City of Rio Communities Library Board Meeting**  
**City Council Chambers - 360 Rio Communities Blvd**  
**Rio Communities, NM 87002**  
**Wednesday, January 04, 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. Approval of minutes for Special Library Board meeting 9/21/22 Regular Library Board meeting 11/02/22 & 12/07/22**

**Action Items**

- 2. Discussion - Meet with attorney to explain MOU vs MOA (Memorandum of Understanding VS. Memorandum of Agreement)**

**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 January 04, 2023 to [info@riocommunities.net](mailto: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 Special Workshop**  
**City Council Chambers - 360 Rio Communities Blvd**  
**Rio Communities, NM 87002**  
**Wednesday, September 21, 2022 5:30 PM**  
**Minutes**

*Please silence all electronic devices.*

### Call to Order

- Chair Bobby Caldwell called the special library board workshop to order at 5:30 pm.

### Attendees

- City Manager Dr. Marty Moore, Municipal Clerk Elizabeth Adair, Deputy Clerk Lalena Aragon

### Volunteers

- Chair Caldwell discussed the agenda for the meeting  
Introductions were made by all attendees.
- Dr. Moore explained how the Volunteers of the Library worked and how is attorney explained it to him. The discussion continued.
- Mr. Irvin asked if the Librarian was under Dr. Moors supervision or the Library Boards.
- Dr. Moore replied that he is the one who looks over all city Employees and the Librarian will fall under my supervision.
- Vice Chair Wilson talked about her experience of being a friend of Belen Public Library.
- Vice Chair Wilson started her Power Point presentation and her experience she has had working with Friends of Belen Public library.
- Municipal Clerk Adair explained the rules of the Friends and the parts they play.
- Vice Chair Wilson continued with the power point explaining Books on Becker and how they raised money and how they can get paid from goodwill and other resources.
- Secretary Tabet Chavez said we are not wanting to start a bookstore right away but is something we can think about in the future.
- Vice chair Wilson continued the presentation regarding other resources.
- Municipal Clerk Adair explained about the disability act and the space we have in our library must meet the requirements.
- Chair Caldwell explained how he got books when they first opened and the donations they received.
- Municipal Clerk Adair said the books the library needs are nonfiction books.
- Mr. Irvine said the library is not organized.
- Municipal clerk Adair explained the plan in place for the library.
- Vice Chair Wilson continued with the power point.
- Vice chair Wilson talked about how they disburse the books to help the community and continued with the power point.
- Vice Chair Wilson finished the power point and continued to explain the donations the Belen friends give.
- Municipal Clerk Adair talked about the time it took to get the Rio Communities Library to get started and the grants that were given and the software and computer, furniture and building ready.

- Mr. Irvine gave his opinion about the time it will take to get this going and explained that the library needs to be organized first.
- Municipal Clerk Adair explained they need the friends so they can afford to do more things that the city is not able to purchase.
- Mr. Irvine continued to explain that the books need to be organized. The discussion continued.
- Municipal Clerk Adair explained how to start a 5013c. The discussion continued.
- Mr. Irvine suggested that the city should go to the Longbow swamp meet and sell the books.
- Municipal Clerk Adair explained the process of donations and that the city could not sell donations.
- Chairman Caldwell asked the volunteers of the friends of the library to think about what has been discussed and decide what they think. Chairman Caldwell informed everyone of the next library board meeting on October 5, 2022 and invited everyone back.

**Public Comment:**

- No public comments.

**Adjourn**

The special library board workshop was adjourned at 6:50 pm.

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



**City of Rio Communities Library Board Meeting**  
**City Council Chambers - 360 Rio Communities Blvd**  
**Rio Communities, NM 87002**  
**Wednesday, November 02, 2022 5:30 PM**  
**Minutes**

*Please silence all electronic devices.*

### **Call to Order**

- Chairman Caldwell called the Library Board meeting to order at 5:32 pm.

### **Pledge of Allegiance**

- Pledge of Allegiance was led by Vice Chair Marita Wilson.

### **Roll Call**

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

### **Approval of Agenda**

- Motion made by Vice Chair Wilson to approve the agenda as written. Rita White seconded it. With a unanimous vote the library board agenda was approved as presented.

### **Approval of Minutes for October 05, 2022**

- Motion made by Secretary Tabet-Chavez to approve the minutes for October 05, 2022. Rita White seconded it. With a unanimous vote the minutes for October 05, 2022 were approved as written.

### **The Rio Communities Library Amigos update**

- Craig Orsmon talked about the progress of the Rio Communities Amigos. He said they now have a PO box, he further explained that they were not able to start a 501c3 but they did start a nonprofit organization.
- Vice Chair Wilson asked if the library was open.
- Chairman Caldwell explained it hasn't been open for a while.
- Vice Chair said I haven't seen it on the website that it is closed. The discussion continued
- Craig Orsmon continued to explain what they can do as a nonprofit and the steps they need to take to become a 501c3.
- Chairman Caldwell asked if anyone found anything useful online to reference the 501c3.
- Member White said I found some stuff, nothing new.
- Craig Orsmon talked about promoting literacy.
- Vice Chair Wilson explained the different organizations to donate books to promote literacy like the prison and shelters ect.
- Vice Chair Wilson explained how the friends of the Belen library help the librarian to get funds for what they need. The discussion continued.

- Chairman Caldwell asked about having a liaison between the Friends and the Librarian.
- Vice Chair Wilson said that the Librarian will be the liaison. The discussion continued.
- Craig Orsmon talked about coming to the board meetings.
- Chairman said you are welcome, but all our meetings are not going to be about the Amigos.
- Vice Chair Wilson explained donations and how many they get at the Belen library.
- Chairman Caldwell talked about having a timeline on how often the Amigos should come to the board meetings. The discussion continued.
- Secretary Tabet said you can go to the Dolly Parton library and get some information.
- Craig Orsmon explained things they can do to make the library a positive attraction to the city and help with the development of the community.
- Chairman Caldwell asked who the amigos chain of command would be would it go through the library board or the city council.
- Manager Dr. Moore explained it would depend on what the situation was.
- Chairman Caldwell said I think the Amigos could come to us.
- Manager Dr. Moore explained that the city has a new law firm, and they can look over it as well.
- Chairman Caldwell talked about deciding who will be the liaison and decide the time frame of when the Amigos should come to the meeting.
- Craig Orsmon asked if the amigos got books donated can they store the books at city hall.
- Manager Dr. Moore said I don't have an answer, but I can get one.
- Vice Chair Wilson said let me clear this up we cannot add any more shelves in our existing library. How long will it be before we expand our Library.
- Dr. Moor said there is a plan in place, I can't say when it is going to happen.
- Chairman Caldwell asked when the library will be open.
- Manager Dr. Moor explained that the city is still working on the security of the building.
- Craig Orsmon asked when we will have a librarian.
- Dr. Moore explained that they will look at the budget in the next physical year that is in July. I suggested we put that on a future agenda item.

**Public Comment:**

- There were no comments.

**General Board Discussion/Future Agenda Items**

- Chairman Caldwell explained our next agenda should be MOU and the budget.

**Adjourn**

- Motion to adjourn made by Member Deborah Benavidez to adjourn. Seconded by Secretary Tabet-Chavez. With a unanimous vote the library board meeting was adjourned at 6:36 pm.

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, Library Board Secretary

\_\_\_\_\_  
Deborah Benavidez

\_\_\_\_\_  
Lisa La Manna

\_\_\_\_\_  
Rita White

