



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 11/2/22 & 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. 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

Item 1.

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



City of Rio Communities Library Board Meeting
City Council Chambers - 360 Rio Communities Blvd
Rio Communities, NM 87002
Wednesday, December 07, 2022 5:30 PM
Minutes

Please silence all electronic devices.

Call to Order

- Chairman Caldwell called the Library Board meeting to order at 5:37 pm.

Pledge of Allegiance

- Member Lisa La Mana led the Pledge of Allegiance

Roll Call

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

Approval of Agenda

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

Approval of minutes for Special Library Board on (9/21/22) & Regular Business meeting on (11/2/22)

- Due to no quorum the minutes were not approved.

Discussion – MOU vs MOA (Memorandum of Understanding VS. Memorandum of Agreement)

- Chairman Caldwell explained at the last meeting we discussed the Amigos and that everyone was to do some research about the MOA and a MOU.
- Manager Dr. Moore explained that the attorney would be able to explain that more, I suggest that we invite our attorney to the next meeting, and he would be able to explain what the Amigos can and can not do.
- Chairman Caldwell talked about information he found online
- Manager Dr. Moore explained that in other states it may be different.
- Chairman Caldwell then said we have a member of the Amigos here and maybe he would have some questions.
- Craig asked I know there was a member from friends of Belen and maybe we could go off some of the information she has.
- Chairman Caldwell said Well I feel they may be similar, but we can find out.
- Manager Dr. Moore said yes that would be good.
- Chairman Caldwell asked if we could have the attorney at our January meeting
- Manager Dr. Moore said we will invite them to our January meeting.
- Member White said one is an understanding and one is an agreement is the way I read it the discussion continued.
- Chairman Caldwell said we can move on from that since no one is here to legally explain it.

Discussion – Budget

- Chairman Caldwell talked about the budget.
- Manager Dr. Moore explained we have very minimal money. What I need is what you want or need, and we can come back at the next meeting and go over that. He further said what I need

right now is what you want for example, do you want the library open on Saturdays do you want counsel to expand the library do we want programs things like that.

- Chairman Caldwell said all the above.
- Member White said it is hard to know what we need since it hasn't been open
- Manager Dr. Moore explained the security and that the library could be open by next week fingers crossed. He continued to explain the security that has been made and with the changes that will make space for more bookcases.
- Member White asked if the librarian could go into the library.
- Manager Dr. Moore explained yes there is a door, and it is just to make sure the room is safe, and we also have two ways for an emergency exit if needed.
- Manager Dr. Moore explained we will let all of you know and make a public announcement when the library is open.
- Craig asked if we would have another grand opening.
- Manager Dr. Moore explained let's let the holidays pass first and then let's have an event in there to get the public in there and draw people into it. For example, a reading hour for kids or audio for adults something in that nature.
- Chairman Caldwell talked about Tuesday, Wednesday and Thursday are the days of the week they will be open and possibly on a Saturday.
- Manager Dr. Moore explained yes Tuesday, Wednesday, and Thursday it will be open from 10-5 we will have to look into the budget and talk to council.
- Chairman Caldwell talked about money for a training.
- Manager Dr. Moore explained that municipal league has training, or we can talk to the neighbor here in Belen and see what we can do as far as training.
- Chairman Caldwell talked about getting involved in an association and New Mexico library board association has a lot of resources that we can use. He explained that the membership for a person is \$10 a person a year.
- Manager Dr. Moore said that is inexpensive and we could work on getting the board into that as far as training.
- Chairman Caldwell talked about the library board staying on board and up to speed.
- Manager Dr. Moore said one thing I would like to suggest on your wish list is to get activities.
- Member La Manna suggested a book club.
- Craig Orsmon asked if they could spend money on food.
- Manager Dr. Moore explained for it depends for example our fire department has a general fund for the city, and we also have a fire protection fund and those are used for different things like radios or a new unit those kind of things.
- Chairman Caldwell said I would like to go back to the book club idea and think once we get up and running that we need to do this.
- Manager Dr. Moore explained we need to promote it for a long-time growth we can look at that in relation to budgets.
- Member La Manna suggested on having a class for children to do a project or something.
- Manager Dr. Moore explained that there are a lot of community events that we can do.
- Member White asked if we were able to do a book signing.
- Manager Dr. Moore said yes that would be great.
- Chairman Caldwell said Well we need to do some research.
- Manager Dr. Moore said if you have any ideas, please send me or Amy a email on ideas.

- Chairman Caldwell asked if Craig had any thing to add.
- Craig Orsmon said yes, a Mr. Lee Davis gave me about another 230 history books that are nice, and I have them at the shop. He further explained that next Friday the amigos are going to get together to start the bank account and we are still working on a 5013c.
- Manager Dr. Moore said we have one item on the city side we still have some books and DVDs that need to be put in the system. If we could please get some volunteers to get them logged in maybe some time after the holidays.

Public Comment:

- There were no comments.

General Board Discussion/Future Agenda Items

- Manager Dr. Moore suggested that we invite the attorney to the next meeting.

Adjourn

- The library board meeting was adjourned at 6:25 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

 Debra Benavidez

 Lisa LaManna

 Rita White