



**City of Rio Communities Library Board Meeting**  
**City Council Chambers - 360 Rio Communities Blvd**  
**Rio Communities, NM 87002**  
**Wednesday, June 08, 2022 6:00 PM**  
**Agenda**

*Please silence all electronic devices.*

**ATTENTION:** We encourage you to participate in the Library Board Meeting from the comfort and safety of your own home by entering the following link: @ <https://www.facebook.com/riocommunities>

**Call to Order**

**Pledge of Allegiance**

**Roll Call**

**Approval of Agenda**

**Approval of Minutes**

- [1.](#) for May 25, 2022

**Action Items**

2. **Discussion, Consideration, and Decision – Planning on Grand Opening of Library**
3. **Discussion, Consideration, and Decision – Library Board Meeting Calendar for 2022**

**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 June 8, 2022 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**

4. General Discussion Topic...

**Adjourn**

**We will be streaming live on Facebook Live @ <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, May 25, 2022 6:00 PM**  
**Minutes**

*Please silence all electronic devices.*

**Call to Order**

- Chair Caldwell called the Library Board meeting to order at 6:06 pm.

**Pledge of Allegiance**

- Vice Chair Wilson led the Pledge of Allegiance.

**Roll Call**

- PRESENT: Chair Bobby Caldwell, Vice Chair Merita Wilson, Secretary Lisa Tabet-Chavez, Member Lisa LaManna, Member Rita White, (virtual at 6:35 pm.) Member Deborah Benavidez.
  - Present: City Manager Dr. Martin Moore, Municipal Clerk Elizabeth Adair.

**Approval of Agenda**

- Motion made by Vice Chair Wilson to approve the agenda as written. Seconded by Member LaManna. With a 5-0 vote the agenda was approved as presented.

**Approval of Minutes for May 11, 2022**

- Motion made by Secretary Tabet-Chavez to approve the minutes as written. Seconded by Member White. With a 5-0 vote the minutes for May 11, 2022 was approved as written.

**Soft Opening**

- Chair Caldwell opened the floor for comments.
- Vice Chair Wilson asked how many library cards were distributed.
- Municipal Clerk Adair said it was around 30. She also noted that more people have come in since.
- Member LaManna asked about getting a night drop box.
- Municipal Clerk Adair advised that they are looking into it.
- City Manager Dr. Moore said they would get with public works to get one installed.
- Secretary Tabet-Chavez said she was grateful for this in the community and happy to be apart of it. She also thanked everyone for their efforts.
- Municipal Clerk Adair said there will be a few changes to the paperwork for getting a card.
- Member White said she was also impressed and happy with the event.
- Vice Chair Wilson said she would like to get some books donated from Books on Becker.
- Manager Dr. Moore said it would be good if we coordinated with Amy, his assistant.
- Chair Caldwell asked about getting a sign up sheet for library volunteers.
- Municipal Clerk Adair said there are people who they are talking to about volunteering and Dr. Moore confirmed.
- Chair Caldwell also said we should do a letter of thanks to the Belen Library and the Friends of the library.
- Manager Dr. Moore said they would get the Mayor to sign it.

## **New Mexico State Public Library Survey Guide**

- Manager Dr. Moore said according to a letter he received from Dale Savage of the Library Development with the NMSL, the library needs to be operating as a functioning library for 9 months in order to be eligible for state grant aid and full public library status. He continued by saying, the librarian certification will become a requirement at a later date with several months to prepare.
- Manager Dr. Moore also noted that there are developing library grants available. There is a requirement of 15 hours a week.
- Chair Caldwell said when we are no longer in development mode, how long after can we be considered established?
- The discussion continued with Dr. Moore reading more of the email from Mr. Savage. He said there are reference services, educational programs and plan development for collections and acquisitions assistance. Opening the library is step one.
- Chair Caldwell said we will have all the information needed to input for these reports and surveys.
- Manager Dr. Moore noted that it will be the librarian job.
- Chair Caldwell asked about the librarian position opening.
- Manager Dr. Moore said there are 4 different applicants so far and the interview process will start as early as next week. He also noted that he wants to have some of the library board on the selection committee.

## **Grand Opening of Library**

- Chair Caldwell said we can't wait too long to initiate the grand opening of the library.
- Manager Dr. Moore recommends that there should be a group that gets together to plan the grand opening. He continued by saying, we can do it as a library board and plan during a meeting or we can select a group from the library board who wants to help.
- Municipal Clerk Adair said they are looking at July 9. She noted that the News Bulletin would need the article by July 7. She continued by saying, we are also inviting elected officials.
- Municipal Clerk Adair noted that we will work with the Makers Space for the grand opening since the grant was together.
- Manager Dr. Moore noted that RC is collaborating with the City of Belen Recreation Department twice a week on the Makerspace side to have over 100 kids at a time.
- Manager Dr. Moore also noted some finish work needs to be done.
- Municipal Clerk Adair said the Makerspace came out really beautiful.
- Chair Caldwell said the more ideas for the planning of this event the better so we can spread out workloads. He continued by saying, it's a joint effort between the city and the board, and we should all work together to get the event done.
- Municipal Clerk Adair noted that the Fire Department will bring out the fire trucks, we will also have bbq, balloons, ribbon cutting, speeches.
- Manager Dr. Moore said the next library board meeting is June 8, and we could do it then. Everyone agreed but Chair Caldwell said he would not be at that meeting.
- Municipal Clerk Adair noted that we can't wait much longer than June 8. June 2 was not a good date for Chair Caldwell or Secretary Tabet-Chavez.
- The board said brainstorming on June 8 and have a special meeting on June 14 to finalize.

- Manager Dr. Moore said there are not any science fiction books, no westerns and few fantasy books. He also noted that we need to collaborate with the free little library and asked if we could use them as well.
- Chair Caldwell said that would be fine.

**Public Comment**

- No public comments.

**General Board Discussion/Future Agenda Items**

- Planning the Grand Opening will be on the agenda for the next two meetings.

**Adjourn**

- Motion made by Secretary Tabet-Chavez to adjourn. Seconded by Vice Chair Wilson. With a 6-0 vote the library board meeting adjourned at 6:55 pm.

Respectfully submitted,

\_\_\_\_\_  
 Lisa Tabet-Chavez, Library Board Secretary  
 (Transcribed by: Cheyenne Sullivan, Assistant Clerk)

Date: \_\_\_\_\_

Approved:

\_\_\_\_\_  
 Bobby Caldwell, Chairman

\_\_\_\_\_  
 Merita Wilson, Vice Chairman

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

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

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