Roswell Public Library Board
April 27, 2017 at 4:00pm
Bondurant Room at Roswell Public Library
301 N. Pennsylvania Avenue

Board President: Magil Duran
Board Members: Judy Armstrong, Patti Bristol, Michelle Hembree, Linda Madrid, Lewie Montgomery, and Alyssa Rogers
Staff Coordinator: Matthew Gormley

A. Call to Order

B. Roll Call

C. Approval of Agenda

D. Approval of the Minutes

1. Consider approval of the March 23, 2017 meeting minutes

E. Non-Action Items

2. Interim Director's Report

F. Regular Items (Action Items)

3. None.

G. Other Business (Non-Action)

4. Troy Hays, Representative of the Roswell Library Foundation, concerning the proposal of a gift to the City of Roswell to directly benefit the Library

H. Adjourn

Next Meeting:
May 25, 2017

Notice of this meeting has been given to the public in compliance with Sections 10-15-1 through 10-15-4 NMSA 1978 and Resolution 16-69.

NOTICE OF POTENTIAL QUORUM – A quorum of the City Council may or may not attend, but there will not be debate by the City Council. The Council, acting as attendees to an informational presentation, will not be discussing public business and no action will be taken.

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 aid or service to attend or participate in the hearing or meeting, please contact Human Resources at 575-624-6700 at least one week prior to the meeting or as soon as possible. Public documents including the agenda and minutes can be provided in various accessible formats. Please contact the City Clerk at 575-624-6700 if a summary or other type of accessible format is needed.

Printed and posted:
April 21, 2017

Roswell Public Library Board
March 23, 2017 at 4:00pm
Bondurant Room at Roswell Public Library
301 N. Pennsylvania Avenue

Board President: Magil Duran
Board Members: Judy Armstrong, Patti Bristol, Michelle Hembree, Linda Madrid, Lewie Montgomery, and Alyssa Rogers
Staff Coordinator: Matthew Gormley

DRAFT

Call to Order

The regular meeting of the Roswell Public Library Board was called to order at 4:00pm by President Magil Duran.

Roll Call

Members present: Magil Duran, Judy Armstrong, Lewie Montgomery, Linda Madrid, Patti Bristol, and Alyssa Rogers. Absent: Michelle Hembree. Staff present: Matthew Gormley, Interim Library Director, and Kay Carrasco, Recording Secretary.

Approval of Agenda

Mr. Duran called for approval of the agenda. Ms. Bristol moved to approve; Ms. Madrid seconded, and the motion passed by unanimous voice vote.

Approval of the Minutes

Mr. Duran called for approval of the minutes of the February 23rd meeting as presented. Dr. Armstrong reminded the board that the motion would have to come from someone who attended. Ms. Rogers moved, Ms. Madrid seconded, and the motion passed.

Mr. Duran called for approval of the minutes of the January 26th meeting as presented. Ms. Bristol moved, Ms. Rogers seconded, and the motion passed.

Non-Action Items

In addition to his written report, Interim Director Matt Gormley reported that the City has hired a new Director for the library. Jennifer Northrup will start August 1st, as she needs to complete the work of her present position. She has a varied background, including school libraries, and administration in the North Carolina Dept. of Education. Her husband is currently employed by the RISD, so she has a home here and some familiarity with Roswell. There was some discussion of organizing a welcome event, though no firm plans are made yet.

Mr. Gormley also reported that we had had a potentially serious plumbing issue which was fortunately noticed before it could do more than minor flooding of the old boiler room. He commended the City maintenance crews for their rapid response in clearing the sewer line blockage and vacuuming the water from the floor of the boiler room. There was no damage to the interior of the building.

The City is still working through the budget proposals and we do not expect to see a preliminary budget until next month. The City did experience a large increase in insurance premiums due to on the job accidents, and has also approved reinstating step increases on salaries across the board, but despite these increases there have so far been no requests to reduce spending from what we submitted and we don't anticipate either expense to impact our overall budget. When asked about reductions in Federal grants, Mr. Gormley explained that we don't receive Federal funds, and our State funds are grants for about $8,000, so not a large portion of our budget.

Regular Items (Action Items)

There were no action items.

Other Business (Non-Action)

There were no public comments and no further business brought before the board.

Adjournment

Ms. Bristol moved that the meeting be adjourned. Ms. Madrid seconded. The motion passed by unanimous voice vote and the meeting adjourned at 4:27pm.

Next Meeting: April 27, 2017

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Magil Duran, President

ROSWELL PUBLIC LIBRARY
Over 100 years of service!

April Report

Building

Personnel

Elia Mandugaro celebrated thirty five years with the library in April.

Kathy Parsons celebrated ten years with the library in April.

Training

Rebecca Clewell, Claire Gutierrez, Debra Thomas, Erin Riley and Elia Mandugaro will be attending First Aid training on the 20th.

Rebecca Clewell, Claire Gutierrez, Debra Thomas, Erin Riley, Elia Mandugaro and Crystal Harkness will be attending CPR training on the 21th.

Classes, Tours, School Visits, Outreach

Claire Gutierrez went to Sunset Elementary School on the April 13th and Parkview Elementary School on the April 18th for outreach programs.

We have tours planned for Pecos Elementary School on April 27th and Dexter Elementary School on April 28th.

Other

Value of Services Used at the Roswell Public Library – MAR 2017

Monthly Use	Library Services	Value of Services
5,277	Adult Books Borrowed	$147,492
659	Young Adult Books Borrowed	$18,419
4,224	Children's Books Borrowed	$84,269
2,166	Paperback Books Borrowed	$21,638
58	Magazines Borrowed	$229
2,546	DVDs Borrowed	$63,523
420	CDs Borrowed	$8,396
728	Audio Books Borrowed	$58,204
354	eBooks Borrowed	$9,894
31	Meeting Room Use per Hour	$1,550
4	Adult Programs Attendance	$40
12	Young Adult Programs Attendance	$120
425	Children's Programs Attendance	$4,250
5,392	Computer Use (Avg 1 Hour/Person)	$64,704
17	Scanner/Microfilm Reader (By Session)	$170
14,328	Database Searches	$285,844
1,136	Reference Questions Asked	$11,360
	Total Value	**$780,102**

Value of Services Used at the Roswell Public Library - Year to Date

Year To Date	Library Services	Value of Services
45,360	Adult Books Borrowed	$1,267,812
6,180	Young Adult Books Borrowed	$172,731
38,273	Children's Books Borrowed	$763,546
23,881	Paperback Books Borrowed	$238,571
678	Magazines Borrowed	$2,678
25,577	DVDs Borrowed	$638,146
4,096	CDs Borrowed	$81,879
6,393	Audio Books Borrowed	$511,120
3,264	eBooks Borrowed	$91,229
296	Meeting Room Use per Hour	$14,800
428	Adult Programs Attendance	$4,280
17	Young Adult Programs Attendance	$170
3,207	Children's Programs Attendance	$32,070
57,284	Computer Use (Avg 1 Hour/Person)	$687,408
273	Scanner/Microfilm Reader (By Session)	$2,730
67,309	Database Searches	$1,342,815
9,606	Reference Questions Asked	$96,060
	Total Value	**$5,948,045**

ROSWELL PUBLIC LIBRARY
Over 100 years of service!

301 N. Pennsylvania Ave.
Roswell, NM 88201
(575) 622-7101
@RPLnm

May 2017

Check our catalog, renew your materials, download eBooks, or access online resources on our website : *http://roswell.gov/405/Roswell-Public-Library/*

Summer Reading Program Kick-Off Party/Food Drive – This year we will be starting off the Summer Reading Program (Build a Better World) with a Kick-Off Party and Food Drive. If you bring 5 non-perishable food items when you sign up for the Summer Reading Program you will receive a FREE browsing bag AND enjoy a delicious root beer float! Canned goods will be donated to Harvest Ministries.

Collaborative Wall Art – Every Thursday and Friday in May from 1-5PM, drop in and design your best puzzle piece to fit into a collaborative art mural to be displayed throughout the summer reading program! Use supplies we have provided for you to create a puzzle piece for the theme "Build a Better World." Some examples of ideas that fall under this theme include construction, buildings, recycling, volunteering, helping others, etc.

Hands-On Archaeology Exhibit – The Office of Archaeological Studies will be featuring an all day hands-on exploration of New Mexico archaeology and prehistoric lifeways using a wide range of archaeological artifacts. Library patrons of all ages will have direct access to a wide range of artifacts, as well as conversation with an archaeologist. A special Story Time presentation on Archaeology will be at 2PM.

Sunday 2 pm – 6 pm	Monday 9 am – 9 pm	Tuesday 9 am – 9 pm	Wednesday 9 am – 6 pm	Thursday 9 am – 6 pm	Friday 9 am – 6 pm	Saturday 9 am – 6 pm
Children's Book Week: 1st-7th	1 Registration for Tween Craft begins Registeration for RPLmakers: littleBits begins	2 **Between the Lines Adult Coloring** 5:30-7:00pm	3 **Story Time*** 10:00am and 3:30pm Kites	4 littleBits ELECTRONICS	5	6 **Story Time*** 2:00pm Teachers RPLmakers: littleBits All ages 3:30-5:00pm
7 *Seating space is limited by the Fire Marshall. First come, first served for all programs.*	8	9	10 **Story Time*** 10:00am and 3:30pm Mother's Day 2:00-5:00pm Blood Drive Library Parking Lot	11 Tween Craft: Duct Tape Roses – Learn how to make your own beautiful rose out of an unconventional material. Space is limited to 24 participants. Registration is required. Please call (575) 622-7101 or register in person with the Children's Librarian.	12	13 **Story Time*** 2:00pm Mother's Day Tween Craft : 3:30-5pm Duct Tape Rose
14	15	16	17 **Story Time*** 10:00am and 3:30pm Egg-citing Story Time	18	19	20 **Story Time*** 2:00pm Fabulous Foods
21	LEGO	23 **Brick by Brick** 5-6:30pm All Ages	24 **Story Time*** 10:00am and 3:30pm Planes, Trains, and Automobiles	25	26	27 **All day** Archaeology Exhibit **Story Time*** 2:00pm Archaeology
28	29	30	31 **Story Time*** 10:00am and 3:30pm Vacation and Travel	**June 1st** Summer Reading Sign-up, Kick-off Party, and Food Drive		

BOOKS AGAIN!
200 W. Second Street
Phone:
575-627-6179
Hours:
Tuesday-Friday 10-4
Saturday 11-2

***Must arrive within the first 15 minutes of program to participate in crafts.**

In summary, the Roswell Library Foundation wants to give the land described in Exhibit I to the City of Roswell for the benefit of the Roswell Public Library.

The process to complete this bequest has begun and could be concluded within six months. At such conclusion, the City would own the land subject only to the covenant to benefit the Library and a lease, to current owners, expiring in eight years. In 2025, the City's ownership, including unrestricted possession, will be complete and subject only to the covenant with the Library.

The Library Foundation respectfully requests that the City approve this bequest and understands that such approval would be conditioned on approval of conveyance and closing documents, the lease and other documentation concerning the City.

Other than the approval, the Foundation is not requesting any funding or performance from or by the City and sincerely appreciates the time and consideration afforded this matter.

The Foundation also wishes to acknowledge and thank their financial supporters in Roswell who have made this bequest possible and all the current and past members of the Roswell Library Foundation who have worked to accomplish this objective for more than thirty years. This bequest is offered on their behalf.

To proceed, The Foundation has authorized Troy Hays to coordinate, respond, elaborate and otherwise facilitate this bequest. Troy may be contacted at troy@troyhays.net, (575)622-5544, PO Box 1456-88202 or 1400 North Kentucky-88201.

Steve Henderson
General Partner, Rich Third Properties
P.O. Box 1613
Roswell, NM 88202
April 3, 2017

LETTER OF INTENT

Mr. Troy Hays, CPA and
Roswell Library Foundation Board of Directors
P.O. Box 1456
Roswell, NM 88202

Re: Roswell Library Foundation Offer to Purchase
Lots 1, 2, 3, 4, 5, 6, 7 and 8 Dilley's Re-division of
Lots 5, 6, and 7, less the east 5' Block 28 Original Roswell
a/k/a 201-215 W. Third and 302-310 N. Richardson Ave.,
Roswell, New Mexico 88201

Dear Troy:

The following terms outlined, are the intent of Rich Third Properties, a Limited Partnership (seller) and the Roswell Library Foundation, Inc. (buyer). The Roswell Library Foundation, a 501 (c) (3) charitable organization has made a proposal to purchase property owned by Rich Third Properties, a Limited Partnership. After some negotiations and an appraisal by Ed McClelland, Appraiser, the following is mutual understanding of the transaction:

Cash at closing:	$ 250,000.00
A lease back to Rich Third Properties	
At no cost for eight (8) years, valued	
In the appraisal at $38.400.00 per yr.	
Brought to net present value at 8-1/2%	$ 216,545.00
Total estimated value:	$ 466,545.00

It is understood, the plan is for the Library Foundation is to give the property to the City of Roswell for future development and/or parking. The Library already owns some property north of Rich Third. A condition of the sale is that the City of Roswell must agree to accept the property from the Library Foundation and honor the lease which it may or may not do. The appraised value by Ed McClelland, Appraiser, and dated March 13, 2017 is $450,000.00.

The partners in Rich Third Properties have agreed as of this date to sell on the terms as outlined. If you have questions, please call me at 575 637-6291 O or 575 623-6399 H. Email: stevelhenderson@hotmail.com.

Sincerely,

Steve Henderson, General Partner
Rich Third Properties, a Limited Partnership

CC: Clyde McKee, Partner and Property Manager

Approved: Troy Hays
Troy Hays, CPA

Date: April 10, 2017

Chair, Roswell Library Foundation, Inc.

Date: _____