



Roswell Public Library Board of Trustees
Held at the Roswell Public Library
Administrative Meeting Room
February 28, 2019 at 4:01 p.m.

Notice of this meeting was given to the public in compliance with NMSA 1978, §§ Sections 10-15-1 through 10-15-4 and Resolution 18-55.

This meeting convened with Board President Alyssa Rogers presiding and members Judy Armstrong, Patti Bristol, Betty Hanson, Mel Loucks, Linda Madrid, Lewie Montgomery and Enid Costley, Library Director, being present, and Councilor Angela Moore being absent.

President Rogers called for the approval of the agenda for the January 24, 2019 Roswell Public Library Board of Trustees meeting to include: the minutes for the October 25, 2018 meeting, regular items as follows (Library Director's Report, Library Hours, and Meeting Rooms Fees), informational items as follows (Building Improvements, Service Improvements and Library Terms Update). Bristol moved, and Hanson seconded. A voice vote was unanimous, and the motion passed 7-0 with Councilor Moore being absent.

1. President Rogers called for the approval of the minutes of the January 24, 2019 meeting with the following corrections. Under Building Improvements change the sentence to read "One possibility to explore with facilities is to remove carpet in some areas of the library and to polish the cement flooring." Under Services Improvements change the sentence to read "These cards do not replace the traditional library card, but allow patrons who only want access to computers, e-books, e-music, e-magazines and library databases without worry of fines or fees due related to the use of the circulating collections." Armstrong moves and Montgomery seconded. A voice vote was unanimous, and the motion passed 7-0 with Councilor Moore being absent.

Regular Items

2. Library Director's Report. In addition to the written report covering January, the Library Director provided more information about the Library Budget for fiscal year 2019-2020. The Budget is to be submitted to the Finance Department on March 15 through the new financial program called Tyler. All City Departments are asked to hold budgets to no more than a 2% increase. The Library budget will be a bit more complex as we learned of an estimated \$13,000 increase in the SirsiDynix service. We are in the process of applying for E-Rate again. E-Rate should provide the Roswell Public Library with a 90% reimbursement for Internet services and 85% reimbursement for selected internet related equipment.

The Library Foundation provided museum quality interactive learning panels which have been installed in the children's area.

Staff met with the representative from SirsiDynix (circulation software program) and learned about training which should improve services.

We have hired an Administrative Assistant.

Shared the Spring Break Flyer created by Public Relations. The flyer promotes Spring Break activities for, the Library, Museum, Parks and Recreation and Zoo. We hope to build on this success with joint promotion of the summer programs.

Reported that Lynn Cline had been contacted to replace Caroline Frazer as the second presenter for the April 13, 2019 program.

Councilor Moore arrived at 4:15 p.m. .

No action was taken.

3. Meeting Room Fees. As Costley received a directive from the City Manager to hold off on changes to any city fees, a motion was made by Montgomery and seconded by Armstrong to lay on the table the discussion of meeting room fees. A voice vote was unanimous, and the motion passed 8-0

Informational Items

4. Building Improvements. A walk through the library to review building was scheduled with the staff from the facilities department. Costley reported pulling up carpet, and to polish the floor would be quite expensive and other options are being explored.

5. Service Improvements. Showed the new technology cards.

6. Library Board Terms Update. Applications for the position 6 and position 7 on the Roswell Public Library Board are now closed. Three people have applied. At the April meeting we will make a recommendation to the Mayor who to appoint to the Library Board. The City Council will make appointments at the April Board Meeting.

7. Public Comment

There was no public comment.

8. Adjourn

The meeting was adjourned at 5:10 p.m.