

CORRALES COMMUNITY LIBRARY BOARD MEETING

MINUTES

January 8, 2004

I. Attendance.

Ginger Foote, Board President, called the meeting to order at 7:30 PM in the Library. Members present were, Michael Schoessler, Louis Baudoin and Bill Wible. Carla Spencer, the Director, was also present. Members Pat Fletcher and Donna Wylie were excused.

II. Approval of Agenda.

The Board reviewed and accepted the Agenda.

III. Approval of the Minutes.

The November minutes were approved.

IV. Librarian's Report.

Carla Spencer presented her monthly report. Highlights include:

- A. **New Canon photocopier.** The Canon photocopier was delivered Christmas week. The purchase was made with monies from the 2002 Sandoval County Bond. The old copier was adopted by Public Works.
- B. **Wireless Internet.** The Wireless Internet service was installed November 13. A patron may bring their personal laptop to the library and use the wireless system. The library has a few wireless cards to lend to laptop users who do not own a compatible wireless interface card

VI. Other business and announcements.

- A. **Trash Dumpster.** The large trash dumpster was removed for the winter to prevent unauthorized use. This was done after Waste Management said it was considering raising collection fees due to large amounts of trash deposited in the container. Most trash left in and around the container was made by unauthorized users.
- B. **FOCL.** The FOCL annual meeting is scheduled for Monday January 26th at 7:30 PM in the library

- C. Bond Money.** Future planning for use of Bond Money includes constructing an alcove for teens.
- D. Publicity.** The Birds of the Rainforest program received a good write up in the Albuquerque Journal Rio Rancho Edition.
- E. Chinese New Year.** Saturday January 24 the children will celebrate Chinese New Year by making lanterns. The Children's Librarian is also scheduling a dragon dance performance.
- F. Septic pump.** The septic pump died leaving with building without sewage service. It was repaired the next day.
- G. Cleaning Contract.** The new cleaning contractor service is much appreciated. The staff and volunteers are no longer required to clean toilets, sweep, dust and empty trash.

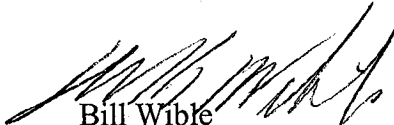
VII. Next Meeting.

The Board's next meeting will take place Thursday, February 12, 2004 at 7:30 PM in the Library.

IX. Adjournment.

The Board voted to adjourn at 8:30 PM

Respectfully submitted


Bill Wible
Secretary

**LIBRARIAN'S REPORT
DECEMBER 2003
STATISTICS**

	<u>December 2003</u>	<u>November 2003</u>	<u>December 2002</u>
Walk-ins:	2480	2676	1928
Registration:	41	52	43
Acquisitions:	184	120	163
Loss & Discard:	56	90	84
 Circulation			
Adult	894	815	850
Juvenile	1055	1370	694
YA	26	44	29
Periodical	38	27	44
Adult Media*	403	382	318
Inter-Library	2	4	4
Children's Media*	162	215	139
Southwest Room	48	41	37
In house Reference	182	188	179
TOTAL	2810	3086	2294

PROGRAMS--Children

Story time with Edwina's story time friends (Wednesday, 10:00 AM):

December 3	14 children
December 10	20 children
December 17	14 children
December 24	6 children
December 31	21 children

Finger Puppets!
December 6

Janice Nelson
43 children and adults

Gingerbread Houses
December 20

with Edwina
88 children and adults

PROGRAMS--Adult

There were no programs scheduled in December.

Meetings

Bosque Commission: 12/11

Library Board: No meeting

Friends of the Corrales Library: 12/01

Bicycle Pedestrian Advisory:

Harvest Festival meeting:

Library Hours

The library was closed on December 25th through December 28th to observe the Holiday season.

Library Personnel

Total scheduled (desk) volunteer hours for the month of December, 2003: 344 hours.

Library News

We are now keeping a count on computer users on the Gates computers. In December, there were a total of 448 users signed in.

The new Canon photocopier for the library was delivered Christmas week. Training will be arranged for staff and volunteers to optimize use of all the features. The purchase was made with monies from the '02 Sandoval County Bond. Public Works has adopted our old photocopier.

The library Christmas Party was held December 7th from 2 p.m. to 5 p.m. at Ginger and Dick Foote's residence. Ginger's home was beautifully decorated for the Christmas season and there were lots of goodies to eat. A special thanks to the Friends of the library for funding the paper goods, party tray and eggnog for the party.

Wireless Internet service was installed in the library on November 18th. It will allow patrons or staff with laptop computers to access the Internet in the library without connecting to hardwire. Intel donated the router and several pc cards that allow laptops to go wireless. The library will loan out the cards in the library for patrons who come in with a laptop without wireless compatibility.

The library had abbreviated hours starting December 22nd, closing at 5 p.m. each day until January 5th.