

Corrales Community Library Board  
Meeting Minutes  
June 9, 2005

I. Attendance

President Ginger Foote called the meeting to order at 7:40 PM in the library. Members present were; Louis Baudoin, Kay Burgess, Nancy Kelbley, Michael Schloessler. Donna Wylie and Bill Wible were excused. Library Director Carla Spencer was also present.

II. Agenda

The Board approved and accepted the agenda.

III. Minutes

The minutes of the June meeting were approved as corrected; Item I was changed to read that "new software has been researched."

IV. Librarian's Report

- A. The contract for the architectural services with Isaac Benton has been signed off by the village administrator, Marilyn Hill, before her departure. An RFP will probably be ready by Fall 2005 with construction to follow.
- B. The Summer Reading Program, "Talking Books", began Tuesday night (June 7) with over 200 in attendance. The first program was a Polynesian Dance Program. Other activities include banners in the library with messages that can be deciphered in American Sign Language, Spanish and Chinese. A special thanks to Diane Strongbow for designing T-shirts for staff and volunteers and to the Friends of the Library for funding the T-shirts. The next program will be a presentation of Charlie and the Chocolate Factory.
- C. The Community Survey is still being worked on.
- D. The library's supplies budget was cut this year. Carla will be exploring how the copier fees that are collected can be used to defray costs.
- E. Next Tuesday night Carla will be sitting in on the interviews for the new village administrator.
- F. The mayor will be meeting with all department heads.
- G. Thanks to Donna Wylie and Commissioner Leonard, the library received the student work-study position that Carla had requested. He started Tuesday and was very helpful in assisting Edwina with the evening's events.

H. A teen program featuring the construction of Whirligigs was held at the library on Wednesday afternoon (June 8). Next week this group will be working on hand painted hammers.

V. Other Business

- A. A letter from the board was sent to Tony Tafoya thanking him for doing such a great job in refurbishing and relocating the library's sign back on Corrales Road.
- B. A letter addressed to Ginger Foote as Library Board President from FOCL's president, David Harris, was read and discussed.

The next board meeting will be held on July 14, 2005.

The meeting was adjourned at 8:30.

Respectfully submitted,

  
Nancy Kelbley, Secretary

**LIBRARIAN'S REPORT  
MAY 2005  
STATISTICS**

	<u>May 2005</u>	<u>April 2005</u>	<u>May 2004</u>
Walk-ins:	2548	2992	2372
Registration:	79	69	67
Acquisitions:	281	279	209
Loss & Discard:	71	48	120
Circulation			
Adult	1045	1092	944
Juvenile	1565	1719	1110
YA	59	43	37
Periodical	42	61	43
Adult Media*	573	520	385
Inter-Library	5	4	4
Children's Media*	281	274	221
Southwest Room	47	53	46
In house Reference	289	303	245
TOTAL	3906	4069	3035

**PROGRAMS--Children**

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

May 4	23 children
May 11	27 children
May 18	26 children
May 25	28 children

Library skills May 10	Corrales Elementary 26 children
Library skills May 13	Corrales Elementary 24 children
School Tour May 17	Corrales Elementary 43 children (2 classes)
School tour May 24	Corrales Elementary 48 children (2 classes)
Teen Craft Show May 20	Edwina Tafoya 13 teens

### **PROGRAMS--Adult**

On May 11<sup>th</sup> at 7 p.m., there will be a Chautauqua program with Deborah Blanche performing as photographer, Laura Gilpin in the library.

### **Meetings**

Bosque Commission:	5/12
Library Board:	5/12
Friends of the Corrales Library:	5/2
Bicycle Advisory Commission:	
Corrales Harvest Festival:	5/3

### **Library Hours**

The library was closed on May 30<sup>th</sup> to observe Memorial Day.

### **Library Personnel**

Total scheduled (desk) volunteer hours for the month of May, 2005: 352 hours.

Teen volunteer hours in the library totaled 10 hours for the month of May.

### **Library News**

We are now keeping a count on computer users on the Gates computers. In May, there were a total of 533 users signed in.

Carla and Susan are working on a community assessment survey for the library. This survey will be helpful for the Community Assessment for the library now due for a five-year update.

The budget for the library was completed near the middle of May. Formal budget meetings were held near the end of May with the village council. A preliminary budget has been approved and submitted to the State of New Mexico for approval.

Four new computers have been received for patron use to replace the original Gateway computers from the Gates Grant from 1998. Two computers will be in the Children's room. Two of the older Gateway computers will be used for educational games only in the Children's room. These new computers were purchased with funding from the State Bond for libraries. They will be installed in June.

The contract for the architectural services with Isaac Benton has been signed and plans are going forward for the addition in the library. The site development plan is being prepared and building plans should be available in the near future. The RFP for construction will probably be ready to publish this fall.

The Summer Reading program, *Talking Books*, will begin June 7<sup>th</sup> at 7 p.m. in the park. Large banners have been displayed in the library with different languages including sign language, Braille, Spanish and Chinese. A message can be deciphered by children if they translate all the banners. Rewards for reading logs will be distributed at each program. A special thanks to Dyane Strongbow for the tee shirt design for the staff and volunteers. The Friends of the Library sponsored the tee shirts. The summer reading program will be every Tuesday night for eight weeks.