

Corrales Community Library Board

Meeting Minutes

September 12, 2019

Agenda

Jim Wright moved with a second from Walter Walkow to approve the agenda. Approved unanimously.

August Minutes

Jim Wright moved to approve the minutes with a second from Walter Walkow. Approved unanimously.

Community Input or Comments – None received.

Librarian Report

Melissa attended on Marian behalf. 50% of circulation is youth related. Melissa talked about the children's summer programs and the new Spanish language story time. The report is attached.

Old Business

- Marian is completing the annual report. The Board requested copies for review.
- The Board made a second request for Brynn to attend a meeting or write a report regarding her trip to Ireland. The trip was related to her library sciences study.
- Marian will finish the volunteers email group to enable soliciting volunteers and to provide for a message from the Director in the future.
- Lou Murphy and Liza Volkmann did updates on the Birthday in the Park and the Library Gala scheduled for 10/19.
- Art Donation Policy - Carry over to October. The policy relies on FOCL and needs to be clear about a gift receipt for tax purposes. Jim and Lou will amend and share with FOCL for feedback.
- Ron Curry will join the Board for the November meeting.

New Business

- Attendance communication is requested. Kip let Marian know for the August meeting. Please email Liza if you will not be able to attend. We are required to have a quorum to meet.
- Discuss strategic plans to increase library usage. More work to follow including a review of the statistics in the annual report and those which might require refinement from the current monthly report.
 - Ideas by age group
 - Nova program on libraries is a reference
 - More STEM for activity for youth
 - Science Fair support program
 - Ted Talk for Kids – create our own podcast
 - Bookmobile for elderly such as coordination with Village In A Village or for schools in Corrales
 - Great participation
- Lou Murphy will be away for the October meeting. Kip volunteered to take the minutes.

Motion to Adjourn

Jim Wright moved with a second from Walter. Unanimous approval.

Next Meeting Date – 10/10/2019

Name	Attendance	Phone	Email
Ginger Foote	Absent - unexcused	898-8122	gingerfoote@msn.com
Lou Murphy	Present	(480) 993-9205	murphyL3@yahoo.com
Nora Scherzinger	Absent - unexcused	898-5377	nscherzinger@hotmail.com
Liza Volkmann	Present	340-7400	elizabeth.s.volkmann@intel.com
Kip Wharton	Present	890-8541	Walker.r.wharton@gmail.com
Jim Wright	Present	269-4283	jbwright@cybermesa.com
Walter Walkow	Present	505.8979926 505.235.3704	walkoww@earthlink.net

LIBRARIAN'S REPORT

August 2019

STATISTICS

	August 2019	July 2019	August 2018
Walk-ins	3,593	3,775	2,832
Registration	66	66	80
Acquisition	264	232	150
Loss & Discard	82	291	475
Circulation			
Adult Books	1,968	1,971	1,581
Juvenile Books	2,292	2,501	2,012
YA Books & Media	475	509	345
Digital Books	402	544	846
Adult Media	991	1,063	959
Inter-Library	3	7	4
Children's Media	286	406	275
Southwest Room	68	86	73
In house reference	274	241	365
Ukuleles	7	3	2
TOTAL	6,766	7,331	6,114

PROGRAMS-Children's Hosted by Melisa

Story time (Wednesday @ 10:00 AM)

Aug. 7	26 participants
Aug. 14	24 participants
Aug. 21	18 participants
Aug. 28	16 participants

Code Club: Fridays 4pm

Aug. 2, 9, 16, 23, 30 16 participants

PROGRAMS-All Ages hosted by Sandra

Aug 10, **Saturday Library Stitch Club** 22 participants
Aug. 1,8,15,22,29 **Cafè a las Seis** Conversational Spanish 48 participants
Aug. 26 **Book Club** to *Kill a Mockingbird* – 17 participants

Aug. 22 **Kari Bovee** presented **Building a Historical Character** hosted by Marian - 6 participants

Meetings

VCEC	Library Board
Corrales Trails	Franklin Circle
Equestrian Advisory	

Library Hours

The library was open 146 hours in August.

Computer/Website/Wifi use

The public computers had 279 uses.

The website had 2,352 hits

There were 63 wifi uses.

The staff performed 72 technology assists.

Library News

Melisa has prepared materials for a new children's craft club to be held on Wednesday afternoons twice a month in September and October. She continues to give weekly story hours for preschoolers and to host the Code Club on Friday afternoons. She is arranging for us to offer a Spanish story hour.

Brynn gave a tech support class, and launched the FOCL page on the website. She added 34 dvds, 3 audiobooks and 4 cds, and also fixed 22 materials. She is cataloging the Corrales materials in the study room. The Facebook posts averaged 218 reaches and got 11 likes.

Sandra visited the Loma Colorado library in Rio Rancho to learn about their adult programming. In return, the adult services librarians from Rio Rancho came to visit our library later in the month. She also attended the Library Technology Planning webinar, performed 30 Tech assists and 72 reference assists. She cataloged 12 Spanish language books and 17 donated books, and corrected 89 catalog records. She staffed 12 desk positions with subs, trained 1 new volunteer and continues to train volunteers on new patron cards and acquisition of all materials. She has been asked to join the International Library & Information Studies Honor Society and will be recognized at the American Library Association conference.

Marian submitted the Annual Report for the State Library. She has been meeting with the Committee for the Corrales Arts and Cultural District to make sure the library has a part in any developing plans. She attended two webinars from the State Library on the Strategic Plan that will be due by June 30, 2020.