

CORRALES COMMUNITY LIBRARY BOARD MEETING

MINUTES

9 January 2003

I. Attendance.

Kay Burgess, Board President, called the meeting to order at 7:30 PM in the Library. Members present were Donna Wylie, Ginger Foote, Pat Fletcher and Anna Powless and Bill Wible. Carla Spencer, the Director, was also present. Member Michael Schoessler's absence was excused.

II. Approval of Agenda.

The Board reviewed and accepted the Agenda.

III. Approval of the Minutes.

The November minutes were approved.

IV. Presidents Report.

A. Library Sign. Kay Burgess expressed concerned about the condition of the library sign at the corner of West Entrada and Corrales Road. The supporting posts are unstable and lean from the vertical axis. The sign itself is faded. The wood needs a preservative coating. The lettering needs color highlighting.

B. Wilson's Departure. After many years of leadership, the Wilson's are stepping away from their leadership roles in Friends of the Library. The president ask the board to recognize the Wilson's service.

V. Old Business.

A. Landscaping. Marjorie Cavin is the newly elected President of Friends of the Library. She is the new landscape contact person.

B. Library Road Sign. Bill Wible was requested ask the village administer to have the sign's weak supports repaired. When the sign is stable, volunteers will preserve and renovate it.

VI. Librarian's Report.

A. Monthly Reports. Carla presented the November and December statistics and reports.

B. Guidelines for group use of the library. Carla Spencer requested the board establish a policy regarding outside group use of the library. Ideas presented included:

(1) Application Form.

(2) Limit the group numbers depending on room assignment so that other patrons will have full access to the space while the group is present.

(3) Meetings should not include speakers, music or other sounds that could distract patrons.

C. Beckie Daub's Status. Beckie's maternity leave will end in early February. There are hours available to cover her absence.

D. Nancy Kelbley's Status. Nancy is completing her UNM degree and will pursue a speech pathology career. Carla and Nancy are working out a plan to continue computer system management and maintenance tasks through a staff member and/or a contracted consultant

VII. Announcements.

The Friends of the Library annual meeting is January 27, 2003

VIII Next Meeting.

The Board's next meeting will take place Thursday, February 13 at 7:30 PM in the Library.

IX. Adjournment.

There being no further business, the Board voted to adjourn at 8:30 PM

Respectfully submitted

Bill Wible
Secretary

LIBRARIAN'S REPORT
NOVEMBER 2002
STATISTICS

	<u>November 2002</u>	<u>October 2002</u>	<u>November 2001</u>
Walk-ins:	1808	3045	1842
Registration:	54	66	69
Acquisitions:	190	230	125
Loss & Discard:	35	173	60
Circulation:			
Adult	851	840	768
Juvenile	895	1174	722
YA	28	35	19
Periodical	41	29	45
Adult Media*	367	329	254
Inter-Library	3	4	13
Children's Media*	164	198	119
Southwest Room	44	50	54
In house Reference	219	245	98
TOTAL	2612	2904	2201

PROGRAMS--Children

Story time with Beckie and friends (Wednesday, 10:00 AM):

November 6	22 children
November 13	23 children
November 20	27 children
November 27	24 children

Folk Stories
November 9

Bob and Liz Kanegis
34 children and adults

Paper Turkeys
November 16

Edwina Tafoya
45 children

PROGRAMS--Adult

There were no programs scheduled in November.

Meetings

Bosque Commission: 11/14

Library Board: 11/14

Friends of the Corrales Library: 11/4

Corrales Residents for Clean Air: no meeting

Harvest Festival meeting: 11/12

Library Hours

The library was closed Thursday, November 28th through Sunday, December 1st to observe Thanksgiving.

Library Personnel

Total scheduled (desk) volunteer hours for the month of November, 2002: 336 hours.

Beckie had a beautiful baby boy on November 19th. His name is William Cator Buck. The new family is doing just great. "Cator" is a family name on Tim's side.

Library News

We are now keeping a count on computer users on the Gates computers. In November, there were a 361 users signed in with 83 of the total group under the age of eighteen.

The November ballot *passed* two bonds for libraries. Funding should occur late next spring.

Landscaping is continuing in front of the library around the new addition. Evergreen shrubs are being planted at this time.

The library Christmas Party is planned for December 15th at the home of Jim and Martha Wilson. Invitations will be mailed late November.

We have several guest storytellers filling in for Beckie while she is on maternity leave. They are Diane Wakashige, Nancy Latuja, Pat Rosenak and Barbara Harrison. They are doing a great job entertaining the children with unique styles.

The library will have abbreviated hours during the last two weeks of December. We will close at 5 p.m. each day until Monday, January 6th.

**LIBRARIAN'S REPORT
DECEMBER 2002
STATISTICS**

	<u>December 2002</u>	<u>November 2002</u>	<u>December 2001</u>
Walk-ins:	1928	1808	1600
Registration:	43	54	44
Acquisitions:	163	190	180
Loss & Discard:	84	35	26
Circulation:			
Adult	850	851	615
Juvenile	694	895	473
YA	29	28	10
Periodical	44	41	24
Adult Media*	318	367	226
Inter-Library	4	3	7
Children's Media*	139	164	98
Southwest Room	37	44	32
In house Reference	179	219	88
TOTAL	2294	2614	1573

PROGRAMS--Children

Story time with Beckie and friends (Wednesday, 10:00 AM):

December 4	20 children
December 11	16 children
December 18	15 children
December 25	Closed

Holiday Crafts
December 14

Edwina Tafoya
35 children and adults

Snowflake Stories
December 21

The Armstrongs
30 children

PROGRAMS--Adult

There were no programs scheduled in December. There will be a knitting workshop scheduled on two Wednesdays in January.

Meetings

Bosque Commission: 12/12

Library Board: No meeting

Friends of the Corrales Library: 12/2

Corrales Residents for Clean Air: no meeting

Harvest Festival meeting: no meeting

Library Hours

The library was closed Wednesday, December 25th and Wednesday January 1st. Evening hours were abbreviated the last two weeks of the year.

Library Personnel

Total scheduled (desk) volunteer hours for the month of December, 2002: 325 hours.

Beckie and "Cator" are doing great. He is now ten pounds and ready to try out for varsity football.

Library News

We are now keeping a count on computer users on the Gates computers. In December, there were a 392 users signed in with 86 of the total group under the age of eighteen.

The November ballot *passed* two bonds for libraries. Funding should occur late next spring. A list of priorities for budgeting for the bond monies is being developed by the staff and library board at this time.

The library Christmas Party was held on December 15th at the home of Jim and Martha Wilson. There was a great turnout and all the goodies were wonderful. A special thanks to the FOCL for funding the paper supplies, drinks and cheese.

Our phone/Internet provider, Oso Grande, is no longer a non-profit organization. The library will be switching to DSL service in January which will lower monthly costs.