

**Corrales Community Library Board**  
**Minutes of Meeting**  
**May 12, 2016**

**Members Present**

Ginger Foote, Chair  
Jerome Goss, Vice Chair, excused.  
Nancy Kelbley, Secretary  
Rita Longino ,  
Jim Tritten  
Kay Burgess  
Milton Strauss, excused.

**Also Present**

Carla Spencer, Librarian

The meeting was called to order at 7:00 pm

**Agenda**

Agenda approved as presented

**Minutes**

April minutes were approved as presented.

**Librarian's Report**

- Student workers
  - Two students, Charlotte Rose and Alex, will be working at the library this summer via a Sandoval County program.
  - Carla will attend an orientation on timesheets, safety etc. Edwina and the students will attend a second orientation.
  
- Library Programs
  - The library has posted a video on Facebook featuring performers from the ukulele class.
  - The Summer Reading Program begins June 7<sup>th</sup>. Sign-up starts May 23<sup>rd</sup>. The theme is “On Your Mark, Get Set, Read!” The first evening will feature Nancy Latujua with her Polynesian Dancers along with other dance performers. Other programs throughout the summer include musical performances and a magic show.
  - The Summer Reading Program calendar will be available shortly.
  - There is a “Film in New Mexico” program next Thursday.
  
- New Furniture
  - New chairs with canisters have been added to all computer stations.
  - There is a new round table with new chairs in the Reference room study room.
  - The village decided the old chairs were not salvageable, so they have been given away rather than placed in the dumpster. The village did take the old table that was in the study room.
  
- Laura Creech presentation
  - Carla asked Laura to give an update on her technology classes.

- Laura reported that she has given two classes in the last month, one large group with approximately 18 people and one small group.
  - She has taken a survey with each class and the response has been positive.
  - Next class will be on how to manage folders and files on your computers and various devices.
  - Laura has noted that the small groups tend to have an attendance problem so she may shift these classes to more one on one sessions that are scheduled upon request.
  - Laura is working on partnering with Village in the Village group to host a computer session that will be open to members of Village in the Village as well as the general public.
- New Website
    - Laura also reported progress on developing a new website for the library.
    - The website is scheduled to be launched June 1<sup>st</sup> depending on the results of a usability review of the site next week. The usability review will test how easy it is to find various features on the website. Once this process is completed, depending on how many changes are recommended, a launch date will be set.
    - User friendliness is a priority.
  - Book sale
    - FOCL has rescheduled the book sale to June 5<sup>th</sup> to coincide with the Garden Tour event.
    - Art in the Park will also be starting their summer program that day, but they have moved from the park to the area behind the Grower's Market.
  - Roof update
    - All American Roofing has been hired to replace flat portions of the library's roof.
    - Triple, A which was not selected, had recommended a high tech plastic roof, which is heat-sealed to the roof. Carla was concerned that since there is a lot of equipment on the roof which leads to repair people having to access the roof, there is a higher chance of accidental damage
    - Skylights over the atrium will be replaced.
    - Work will start after Memorial Day.
    - Library will stay open unless there is a safety or comfort issue. The library's air conditioner will need to be moved.
  - Part-time Staff Hours
    - The Village Council updated an ordinance, which allows number of hours worked to be linked to time off accrual. Currently time off accrual is either set for 20 hours part-time or 40 hours full time regardless of actual hours worked.
    - New ordinance has been published and will be voted on again the following week.
  - New Program
    - Gordon Ross, a library volunteer and Professor Emeritus in History will present a program in the last week of May on our political process and an historical perspective on how voting process has evolved.

**Next meeting:**

**June 9, 2016**

**Adjournment**