



Library Advisory Board meeting
March 11, 2026

Nancy Stephens called the meeting to order at 4:07 p.m.

Present: Nancy Stephens, JJ Wilson, Mary Jemin, Jessica Salaiz, Ken Dayer, (library director), Lorrie Runnels (library public services manager)

Absent: Nick Prince, (town council)

The motion to approve the agenda was made by Nancy and seconded by JJ with one minor edit. The rest of the group voted in favor of the approval.

A member suggested proofreading edits to the January 14, 2026 minutes. Nancy Stephens made a motion to approve and JJ seconded. Minutes were approved as amended.

No Public Input

Memorial Report

There is \$79,054.07 in the Memorial account. The financial spreadsheet does not function as it should and record keeping becomes confusing. Town manager Jacqui Olea, Lori Ortiz in finance and Randy Hernandez, business manager hope to simplify the obsolete spreadsheets by next fiscal year.

Friends of the Library Report

The January sale was canceled due to weather. The next sale is scheduled for March 14. They have given almost \$9,000 for library programs this year, as requested.

Foundation Report

The Charles Schwab account has \$859,000. Due to the structure of the 5013C, \$40,000 had to be spent this fiscal year. This went toward new flooring and the forthcoming purchase and installation of doors.

392 Fund Report

The 392 fund goes toward capital improvements. Like the memorial fund, the record keeping will be simplified.

Library Director's Report

Karyn Little is our new children's librarian and has jumped in with both feet.

The internet service is out for bid. E-rate is a federal subsidy that covers 90% of the cost of the internet connection and 85% of the cost of equipment upgrades. The town pays the remainder. Someone from the NM Office of Broadband Access and Expansion (Connect New Mexico) and the New Mexico State Library assists us with the bids.

The library clerk position is frozen until further notice. Rec Center costs were higher than anticipated. The Town is also holding off on some discretionary items.

Lorrie and Ken attended a webinar hosted by the American Library Association on ICE.

Old Business

Renovation updates

Vinyl flooring is being added to the large room. Soon the staff work room will have new carpet. The library is remaining open thru this process and there have been no issues at this point.

New Business

The library is required to update our Community Assessment, Collection Development Plan, and Strategic Plan. A community survey is needed in order to develop the strategic plan. We hope to reach working age people to get their input. The survey will be available to the public till August or September. We get many families who only use us during the summer during the summer reading program. Hopefully, we will get responses from this group. Jessica suggested Parent Square to get the word out. We also hope to contact community organizations to get their input. The Community Assessment involves collecting various statistical data to describe the community. The Collection Development Plan was recently updated, so the upcoming part will be looking at circulation numbers to create this plan. From January-May, Ken Dayer and Lillian Galloway will be working on these plans. All three plans will be submitted to the advisory group at some point for their input. By the end of May, all three plans will be submitted to the New Mexico State Library.

Meeting adjourned at 4:53.



Nancy Stephens, Chair

Attest:



Ken Dayer, Library Director