

**MINUTES OF THE
BOARD OF TRUSTEES OF THE CARLSBAD PUBLIC LIBRARY
REGULAR MEETING
WEDNESDAY, JUNE 12, 2013
CITY HALL AT 101 NORTH HALAGUEÑO
4:00 PM**

Trustees Present	Robert Chavez	President
	Vickie Davis	Member
	Sally Miller	Member
	Bob Scholl	Member
	Bernita Smith-Payne	Member
	Muriel Gossage Streib	Member
Trustees Absent	Karen Robinson	Vice President
	Kyle Marksteiner	Member
Ex-Officio	Dale Janway	Mayor
Members Absent	Steve McCutcheon	City Administrator
Board Secretary	Cassandra Arnold	Library Director
Others Present	None	

1. Roll Call.

Roll was called by the Board Secretary. Board President Robert Chavez determined a quorum was present, and called the meeting to order at 4:12 p.m.

2. Consider Approval of Agenda.

Bob Scholl moved and Muriel Gossage Streib seconded that the Agenda be approved. Voting in favor: Davis, Miller, Scholl, Smith-Payne, Streib. Voting against: None. Absent: Marksteiner, Robinson. The motion carried.

3. Consider Approval of Minutes of May 8, 2013.

Bob Scholl moved and Sally Miller seconded that the minutes be approved as submitted. Voting in favor: Davis, Miller, Scholl, Smith-Payne, Streib. Voting against: None. Absent: Marksteiner, Robinson. The motion carried.

4. Review of Director's Report for May, 2013.

The Board reviewed the report. Some selected statistics for the month include:
9,672 people visited the library
7,250 materials circulated this month, including 3,366 children's and 494 teen items
304 new library cards were issued

3,633 people attended library programs
25 meetings were held in the Annex
1,441 computer sessions were used
637 information requests were received
118 database uses were recorded

5. **Recommendation of Board Candidates for Mayor Approval.**

Tom Langowski, suggested by Kyle Marksteiner at the last meeting, has expressed an interest in serving on the library board. However, he may not be able to do so due to time conflicts with his work. It was the consensus of the board that the secretary contact the other candidates mentioned at the last meeting to see if they would be able to serve. The list of those willing will then be forwarded to the Mayor.

6. **Open Discussion of Library Operations.**

Cassandra Arnold reported that the library furniture which is being refinished and reupholstered by the NM Corrections Industries will be back in the library by the end of the month. Work on the archive materials continues: items are receiving new or updated catalog records, materials numbers, and labels on archival bookmarks. The library is winding down its budget and open purchase orders to close the fiscal year on June 30. At the City Council meeting of June 10, Robert Chavez and Bernita Smith-Payne were reappointed to another 4-year term. There is still no news about the replacement library HVAC unit. The start date for the Transit fixed route on Mermod, which will include a stop at the library, has not yet been set. The bus shelter will be installed soon. Over 600 children are now registered and participating in the Summer Reading Program.

7. **Consider Approval of Next Regular Meeting Date.**

The next regular meeting of the Library Board is scheduled for Wednesday, July 10, 2013. Bernita Smith-Payne moved and Bob Scholl seconded that the next meeting be held as scheduled, but relocated to City Hall as the Summer Reading Program will be in the Library Annex for another month.

Voting in favor: Davis, Miller, Scholl, Smith-Payne, Streib.

Voting against: None.

Absent: Marksteiner, Robinson .

The motion carried.

8. **Adjourn.**

Bob Scholl moved and Vickie Davis seconded that the meeting be adjourned.

Voting in favor: Davis, Miller, Scholl, Smith-Payne, Streib..

Voting against: None.

Absent: Marksteiner, Robinson .

The motion carried.

The meeting adjourned at 4:51 p.m.



Robert Chavez, Library Board



Cassandra Arnold, Board Secretary