

MINUTES
CARLSBAD PUBLIC LIBRARY BOARD OF TRUSTEES
REGULAR MEETING
WEDNESDAY, NOVEMBER 13, 2019
AT 101 S HALAGUENO
4:30 P.M.

Voting Members Present: Robert Chavez, President
Chris Owens, Vice President
Veronica Barnhart
Jo Calvani
Heather Counts

Voting Members Absent: Deborah Beard, Beverly Carrasco, Bernita Smith-Payne,
one position unfilled

Ex-Officio Members Present: None

Ex-Officio Members Absent: Dale Janway, Mayor
Michael A. Hernandez, City Administrator

Board Secretary Present: Cassandra Arnold

Others Present: None

1. Roll Call of Voting Members and Determination of Quorum.

Board President Robert Chavez called the meeting to order at 4:38 p.m. Roll was called and a quorum was determined to be present with Mr. Chavez voting.

2. Approval of the Agenda.

Jo Calvani moved and Heather Counts seconded that the agenda be approved.
Voting in favor: Chavez, Owens, Barnhart, Calvani, Counts.
Voting against: None.
Absent: Beard, Carrasco, Smith-Payne.
The motion carried.

3. Approval of Minutes of September 11, 2019 Meeting.

Jo Calvani moved and Veronica Barnhart seconded that the minutes be approved as submitted.
Voting in favor: Chavez, Owens, Barnhart, Calvani, Counts..
Voting against: None.
Absent: Beard, Carrasco, Smith-Payne.
The motion carried.

4. Approval of Library Monthly Reports for September and October, 2019.

The Board reviewed the reports. Statistics for these months include:

September, 2019

6803 people visited the library.

6769 materials circulated: 3328 adult, 3176 children's, 265 teen, 1180 digital items.

185 new library cards were issued.

35 programs with 914 people attending.

1081 adult computer sessions, 539 children computer sessions and 4050 wireless sessions were used.

712 information requests were received.

424 database uses were recorded.

2 incident(s) occurred.

October, 2019

7723 people visited the library.

7917 materials circulated: 3773 adult, 3732 children's, 412 teen, 1600 digital items.

115 new library cards were issued.

45 programs with 1016 people attending.

1161 adult computer sessions, 593 children computer sessions and 4063 wireless sessions were used.

868 information requests were received.

897 database uses were recorded.

0 incident(s) occurred.

Heather Counts moved and Chris Owens seconded that the report be approved.

Voting in favor: Chavez, Owens, Barnhart, Calvani, Counts.

Voting against: None.

Absent: Beard, Carrasco, Smith-Payne.

The motion carried.

5. Discussion of Library Operations.

a. Downtown Fall Festival.

The Friends of the Library volunteers set up a table and handed out candy and library sticks to many hundreds of children. The weather was nice and this always-fun annual event was big success.

b. Hoopla Launch.

Midwest hoopla, a streaming digital media service, was soft-launched to library staff in mid-October and went live to patrons on November 1. Hoopla offers ebooks, eaudiobooks, comics, music, and streaming videos. Some patrons have said they are very pleased with the selection of titles and had no trouble downloading and using the app. This is a new purchasing model for CPL – library patrons have unlimited access to the full hoopla collection with no holds or reserves for titles, and the library is billed per circulation at the end of the month. We are using 2018 GO Bond funds to try out this service, and currently have about \$11,000 on deposit with Midwest to cover content usage.

c. NMLA/MPLA Conference.

Library Director Cassandra Arnold attended the joint New Mexico Library Association and Mountain Plains Library Association conference in Albuquerque at the end of October. It was very well attended and offered some big name speakers like current American Library Association President Wanda Brown and NM best-selling author Darynda Jones. It also brought out some of the larger library vendors like Ingram, Gale, and Baker & Taylor. I attended (and brought back info on) sessions about the 2020 Census, cultural integration and inclusion in libraries, serving users with autism spectrum disorder, the SimplyE app currently used by the NYPL for providing digital content, reinvigorating book clubs, developing a GLBTQ collection, why mysteries are so popular, and the redesigned El Portal interface from Gale.

d. HAP Phase 3.B.

The Mayor's Fine Arts Acquisition and Vetting Committee (FAAV), chaired by Julia Heaton, is currently working with Morrow Reardon Wilkinson Miller (MRWM), an Albuquerque architectural firm which has handled the previous HAP improvement plans. They are planning the next phase of the park improvements which will cover the library parking area and the approach to the library entrance from Mermod Street. The current Transit bench will be moved down Mermod Street a ways, and a new walkway with art will be installed along the west side of the library. City Project Director KC Cass is also looking at doing some library parking lot improvements such as new asphalt, striping, and lighting.

e. Library Capital Projects Update.

i. Lighting –

We are focusing on the building exterior first – walkways, porticos, and parking lots – for staff and patron safety. I am working with Michelle Perry and Curtis of PerryCo on the design. We will be replacing the under-portico lights and adding some additional ones, as well as adding downward wall washer-type fixtures on the outside of the building to light the walkways at the corners of the building throughout the library/museum complex. The holdup has been the design of these fixtures – we could not find a modern fixture with an Old Southwest design in keeping with the building style. KC Cass has helped us solve that problem, as his department now has a plasma cutter for metal. We can install modern, high-functioning lights and they can be overlaid by a custom pierced-metal cover designed by the artists on the FAAV Committee. We are testing light fixtures now and will firm up the design soon. Museum Director Dave Morgan, Municipal Services Director Angie Barrios-Testa, and the FAAV committee will all have an opportunity to weigh in on the design prior to the final quote.

Interior lighting upgrades will involve replacing the current lights in the Children's library and the Adult Collection Area with new LED fixtures to improve reading light and energy efficiency.

ii. Children's Library Carpeting –

Youth Services Librarian Beth Nieman, myself, and Rocky Martin of Combs Flooring of Portales, distributor of Interface flooring (used in the rest of the

library), are currently working on a design for the children's collection area and program room. There will be colorful areas for activities and pathways with an organic "forest" feel to them.

iii. Security Camera System –

An initial quote for an expanded hybrid system, capable of doubling the number of existing cameras and improving resolution and recording, has been received. The overall design will need to be finalized prior to a final quote.

iv. Teen Area Shelving & Furniture –

A quote for new full-height steel cantilever shelving, similar to the adult collection shelving has been received from The Library Store, an online supplies vendor. Selection of the furniture for the space is in process.

v. Other Projects –

The adult restroom update is waiting on the installation of the last commercial toilet. The new TDS contract for public internet access is in the process of approval by the City. The meeting room conversion is still waiting for the paperback racks to move out.

6. Adjourn.

Veronica Barnhart moved and Chris Owens seconded that the meeting be adjourned. The next regular meeting is scheduled for Wednesday, January 08, 2020 at 4:30 p.m. in the Library.


Voting in favor: Chavez, Owens, Barnhart, Calvani, Counts.

Voting against: None.

Absent: Beard, Carrasco, Smith-Payne.

The motion carried.

The meeting adjourned at 5:28 p.m.


Robert Chavez, Library Board


Cassandra Arnold, Board Secretary