

State of New Mexico)
City of Clovis) SS.

The Clovis-Carver Library Board met in regular session at 5:30 p.m., Monday, April 25th, 2022 in the North Annex, Clovis-Carver Library, 701 N. Main, in full conformity with the laws of the State of New Mexico and the ordinances and resolutions of said city with the following members present:

Mayor Pro Tem Chris Bryant, Chairman
Kathy Ollom
County Commissioner Robert Sandoval
Ann Shuckman
Shelley Winn
Leigh Willmon
Ella Howalt
Alex White

ABSENT:

Michael Lusk
Claudia Cordova
Laura Wight

ALSO PRESENT:

Margaret Hinchee, Library
Claire Burroughes, Assistant City Manager
Vicki Reyes, Assistant City Clerk

Mayor Pro Tem Bryant called the meeting to order at 5:33 p.m. and established the presence of a quorum.

Agenda Item No. 3 – Approval of minutes of February 7, 2022

Commissioner Sandoval made a motion to approve the minutes of February 7, 2022 as presented; Ms. Ollom seconded the motion, which passed by acclamation.

Agenda Item No. 4 – Unfinished Business

a. Update regarding Clovis-Carver Library Policies & Procedures

Ms. Hinchee advised each January the board makes various changes to the policy. They have made very few changes in the past so they decided to change more this time. She sent the changes to the city attorney and Ms. Burroughes to review. The final draft was approved by the City Commission at their April 7th meeting. The policy previously showed that no food is allowed in the library. The policy has been changed to allow patrons to bring food into the study room. The policy of therapy dogs has been expanded so that if a patron brings in a therapy animal, a staff member can ask two questions: a) is the dog a service animal required because of a disability; and b) what work/tasks has the dog been trained to perform. If the patron cannot

answer these questions adequately, they will be asked to remove their therapy animal from the building.

b. Update regarding landscaping

Ms. Hinchee advised all that was left on this project was to clean out the islands in the parking lot. They noticed that on either side of the islands water collects when it rains so Nick Griego is putting in a valley trench in the middle of the parking lot to prevent this from happening. Mayor Pro Tem Bryant asked when that was supposed to start. Ms. Hinchee advised they are waiting on the agreement from CES.

Agenda Item No. 5 – New Business

a. Discussion regarding Library Board membership

There are three members whose terms are expiring in June, Claudia Cordova, Ann Shuckman and Kathy Ollom. Ms. Hinchee advised she has applications available or they can pick one up at City Hall if they wish to reapply.

b. Update regarding the memorial scholarship

Ms. Hinchee advised to date they have only had three applications for the scholarships. In the past they had 12-15 applications. This is the last time they will be awarded and they will be for \$1500. She has reached out to all five area high schools encouraging them to apply. Ms. Howalt advised she could ask Mr. Brady to make an announcement and make posters since she is on student council. Ms. Hinchee advised she would get information to Ms. Howalt. The deadline is the beginning of May. The scholarship is usually awarded by June 1.

Ms. Burroughes advised they may want to extend the deadline a couple of weeks. The board agreed. Ms. Howalt asked if it was only for seniors. Ms. Hinchee advised it was for seniors going to a four year university.

Agenda Item No. 6 - Reports

Community Reports

Mr. White advised he noticed a lot of the materials for the schools are being done online. Ms. Howalt advised they were having problems shipping books.

Ms. Burroughes thanked the library for promoting Water Conservation Month.

Librarian's Report

Ms. Hinchee advised they have a resurgence in patrons coming back and in programs. Covid made them redo some things. They are doing more online and trying to engage with their patrons differently. They have activities planned for the entire month of May and June for the Summer Youth Program. They also have items planned for adults.

The Friends of the Library has over 50 members and 24 corporate members. They raised almost \$1,000 with their last book sale. They will have another book sale in the Ingram Room this Friday and Saturday.

Ms. Hinchee has been working on a report for the New Mexico State Library, A Community Vision and Statement, which she will present at the next meeting. She will also be rewriting the Collection Development Statement for the NMSL. The 2018 GO Bond was spent on the new sign on the corner of 7th and Main. They were awarded \$65,000 for the 2020 GO Bond. With those funds they can spend it on anything relating to active patron services.

Mayor Pro Tem Bryant asked if they were getting a lot of response to the arrowheads. Ms. Hinchee advised they were and she will do a FaceBook post on them.

Mayor Pro Tem Bryant asked if there were more people coming back to the library. Ms. Hinchee advised she sees foot traffic all the time, but they see more for the programs.

Agenda Item No. 7 – For the good of the order

Mayor Pro Tem Bryant advised the next meeting would be at 5:30 p.m., Monday, July 25th.

Agenda Item No. 8 – Adjournment

There being no further business to come before the board the meeting adjourned at 5:58 p.m.