

State of New Mexico)
City of Clovis) SS.

The Clovis-Carver Library Board met in regular session at 5:30 p.m., Monday, October 24th, 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
County Commissioner Robert Sandoval
Leigh Willmon
Laura Wight
Jennifer Duke
Shelley Winn
Katy Archey

ABSENT:

Ann Shuckman
Iris Greene
Michael Lusk
Ella Howalt

ALSO PRESENT:

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

Mayor Pro Tem Bryant called the meeting to order at 5:30 p.m. and established the presence of a quorum.

Agenda Item No. 3 – Introduction of new board members

Ms. Hinchee introduced Ms. Archey. Ms. Archey advised she was a sophomore at CHS and is involved in basketball and volleyball. She loves the library and wanted to give back.

Agenda Item No. 4 – Approval of minutes of July 25, 2022

Commissioner Sandoval made a motion to approve the minutes of July 25, 2022; Ms. Wight seconded the motion, which passed by acclamation.

Agenda Item No. 5 – Reports

Community Report

None.

Librarian’s Report

Ms. Hinchee advised they have a fire panel that needs to be replaced that is mandatory for the building. The price was \$66,000 3 years ago and it is now \$166,000. If they have a wish list this

year it will be added to her wish list. Ms. Wilmon asked what a fire panel was. Ms. Hincee advised it instructs people what to do if there was a fire in the building.

There is a revenue review committee that meets with the city. She requested to increase meeting room rates. The deposit went up from \$40 to \$100 and still needs to be approved by the commission. She also brought up the ability to be fine free. She thought it would be a benefit to the citizens. The argument for going fine free is not just black and white. A book is checked out for two weeks and then there is a 3 day grace period and the fee is capped at \$3. If the book is brought back then the fees are waived. Having fines prohibits people from using the library according to everything she has researched. 99% of the books are returned to this library.

Lubbock, six other cities in New Mexico and the City of Chicago have all gone fine free. The item has been tabled twice and they will meet again on Wednesday to discuss this. She advised the majority of the books that are not returned are children and young adult books. They have a different mindset and haven't been trained to bring back their books. This is more of an emotional issue for her than a financial one. There is a library in Zanesville that allows people to check out a book for four weeks and if it was not returned then it is automatically billed to the patron.

Mayor Pro Tem Bryant asked if the youth books that aren't returned have a duplicate in the library. Ms. Hincee advised she hasn't run the list, but most of them probably don't. Mayor Pro Tem Bryant advised parents have probably forgotten and are probably now afraid to return them due to fines.

Commissioner Sandoval asked if they could have a forgiveness day. Ms. Hincee advised they do that a couple of times a year. Ms. Wight asked if they could support by trying to notify the policy. She asked if it was possible to shift to a model saying if they don't bring the book they will be charged the cost of the item, but if they bring it back the fees will be waived. Ms. Hincee advised that could work.

Ms. Hincee advised her argument stands that this prohibits people from checking out books. If this is rejected by the revenue review committee then she has some other ideas they could utilize. Mayor Pro Tem Bryant asked how much they make on fines. Ms. Hincee advised \$4,100 a year. Ms. Wight advised the worst kind of punishment is for someone that can't pay a \$5 fine and then aren't allowed information.

Ms. Hincee advised they discussed charging for notaries to offset the cost of doing away with fines. They have three notaries in the library and they are free. They receive a lot of zero income notaries and those people won't be able to pay anything. If someone comes in with a handwritten letter to be notarized she tells them all that is providing them is that she is confirming who they say they are.

Ms. Burroughes advised she usually gets the majority of hers during lunch. She felt often people will ask if they owe anything. She stated by the time she writes a receipt, takes them to finance to pay and then notarizes the paper it's more work than it should be. This is a service that they can provide to give back to the community.

Ms. Hinchee advised there were over 300 ships that were commissioned to be built prior to WW2. They were given a plaque that says “SS Clovis” and will be placed in the library. Ms. Burroughes advised they would like to have a dedication ceremony for this.

Programming is up. They had an escape room and an anime event. Friends of the Library is doing wonderful. Sarah Stevens is the new president and has done an amazing job. They raised over \$1,000 at their last book sale. They had an active shooter training last Wednesday. Kelsey Stockwell will be moving so they will have a part time position open.

They will have an open house the same night as the Christmas Light Parade. They have Santa, crafts, and a story time.

Ms. Hinchee advised this would be Commissioner Sandoval’s last meeting. Commissioner Sandoval advised the county will probably offer the position to the incoming. Ms. Hinchee thanked him for serving on the board.

Ms. Wight asked if there were grants available to fund the fire panel. Ms. Hinchee advised there could be. She asked to use GO Bond money, but since it’s a mandatory piece of equipment it was denied. Ms. Burroughes advised they receive notices of grants so they will keep an eye out.

Ms. Hinchee advised she anticipates the Revenue Review Committee not recommending doing away with fines. She would like to bring the policy manual to the board in January to review.

Mayor Pro Tem Bryant wished Commissioner Sandoval well on his retirement.

Agenda Item No. 6 – For the good of the order

Mayor Pro Tem Bryant advised the next meeting would be January 30, 2023

Agenda Item No. 7 – Adjournment

There being no further business to come before the board the meeting adjourned at 6:03 p.m.