

Edgewood Community Library Advisory Board Meeting
Thursday April 19, 2018
171B New Mexico 344
Edgewood, New Mexico 87015

Roll Call

Present were Vice-Chairman Kenny Adams, Board Secretary Sandy Madsen, Board Member Willie Ellis, Librarian Andrea Corvin, Assistant Librarian Barbara Hambek and visitor Tony Freeman.

Chairman Kenny Adams read the mission statement.
Kenny called the meeting to order at 6:31P.M.

Approval Of Minutes

MOTION: Willie made a motion to approve the minutes as written.

Kenny second the motion.

VOTE: All Board members voted aye.

Treasury Report

Andrea presented the treasury report. See attached. However, the numbers were not entered in so Andrea did them by hand. Andrea stated that we have a very healthy budget and that we are over just on some line items. At the last meeting sandy wanted to know what the utilities bills were and Andrea said that she would ask Juan about them. Juan said that he has not received any bills from the school district yet. Sandy ask Andrea if she also could ask Juan about getting a copy of the 30-year lease with MESD.

Andrea stated that we have exhausted our 2014 GO Bond monies, have received all reimbursements, and are set to spend 2016 GO Bond. However, there is going to be a change in process. Andrea attended an online workshop on the new procedures. We have to seek approval from the state library before we can do any purchasing or seek reimbursement to make sure that any purchases are in line with the State GO Bond Fund Agreement that we signed.

Budget workshops are coming up. Andrea has numerous requests for the library. She does not have anything prepared yet but, she is going to request a part time

library employee.

Communications

Andrea stated that she received an e-mail from the Town stating that they received an application for the board from library volunteer, Linda Kissinger. Andrea does not know what position she applied for.

Report of the Librarian

Andrea presented the report of the librarian. See attached.

MOTION: Willie made a motion to accept the report of the librarian.
Sandy second the motion.

VOTE: All Board Members voted aye.

Unfinished Business

Andrea presented a draft for the Activities Room policy. See attached. There was a long discussion on updating some of the polices. The policy is the first part then we need to come up with a form for the reservation, then train the volunteers on procedures. Andrea is also working on a way to set up reserves for the room from the Town's website and the library's webpages.

MOTION: Sandy make a motion to accept the draft as corrected to be presented to Juan for approval.
Kenny second the motion.

VOTE: All Board Members voted aye.

New Business

Sandy said we were supposed to have a special election meeting in March to vote for Kenny and Willie's board terms but she could get the board together.

MOTION: Sandy made a motion to vote Kenny as chairman and Willie as board member.
Wille second the motion.

VOTE: All Board Members voted aye.

Announcements

Andrea announced the meeting dates for the library board for the next fiscal year.

July 19, 2018
October 18, 2018
January 17, 2019
April 18, 2019

The next Board Meeting will be held on Thursday July 19, 2018 in the library.

PASSED AND APPROVED ON THIS 19TH DAY OF JULY 2018.

MOTION:

Willie made a motion to adjourn at 7:42.
Kenny second the motion.

VOTE:

All Board members voted aye.

Vice-Chairman
Kenny Adams

Board Secretary
Sandy Madsen