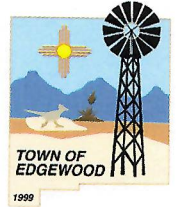


AGENDA
TOWN OF EDGEWOOD
LIBRARY ADVISORY BOARD MEETING
Thursday, July 21, 2022 @ 6:30PM
171B NM-344, Edgewood, NM 87015



Call to Order, Roll Call, Reading of the Mission Statement

1. Approval of Minutes

- A. Library Advisory Board Meeting Minutes for April 21, 2022

2. Treasury Report

3. Communications

4. Report of Librarian

- A. June FY22

5. Unfinished Business

- A. Approval of Kenny Adams and Sandy Madsen
- B. Community Assessment

6. New Business

- A. New Special Collection Items

7. Announcements

- A. Resignation of Andrea Corvin, Rachel Martinez is the new Library Operations Manager, Librarian position filled
- B. Next Regular Meeting – Thursday, October 20, 2022

All Library Advisory Board Meetings are open to the public and are held quarterly at 6:30PM in the Edgewood Community Library pending unexpected cancellations, special meetings, and/or extraordinary circumstances.

If you are an individual with a disability who needs a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the Town Clerk at (505) 286-4518 or by email at clerk@edgewood-nm.gov at least five (5) days prior to the meeting or as soon as possible.

Edgewood Community Library Advisory Board Meeting
Thursday April 21, 2022
171B New Mexico 344
Edgewood, New Mexico 87015

Roll Call

Present were Vice Chairman Kenny Adams, board secretary Sandy Madsen, board members Willie Ellis and Linda Kissinger. Library Operations Manager Andrea Corvin. Not present was Librarian Rachel Martinez.

Kenny called the meeting to order at 6:36P.M.

Kenny read the mission statement.

Approval of Minutes

MOTION: Linda made a motion to approve the minutes for July 15, 2021 and for January 20, 2022.

Willie seconded the motion.

VOTE: All board members voted aye.

Treasury Report

Andrea presented the treasury report for March 31st, 2022. See attached. Andrea wanted to know if there were any questions. Willie wanted to know if we ever buy DVD's. Andrea stated we never spend money on DVD's. They are donated. Andrea also stated that we are still not taking donations because there isn't any room and staffing to catalog them, also they are not usually in good condition.

Andrea stated that on page 3 of the treasury report it looks like we are way over budget for the state library grants purchase line item but we are not. These need to have budget adjustments made to them because its impossible to know how to fund those accounts at each fiscal year because we are not guaranteed the same amount as the previous year.

The library expects to receive a grant from the NM State Library via the Federal American Rescue Plan Act totaling \$17,828.

Andrea stated that we are way ahead on the 2020 GO Bond funding. We used

that money to purchase more shelving and additional furniture. Because of the supply chain issue these items will not arrive till the summer or the fall.

Communications

There were none.

Report of the Librarian

Andrea presented the librarians report for quarter 3 FY22. See attached. Sandy wanted to know when we will get the \$17,828 in grant money. Andrea stated that she is still waiting and it will be deposited automatically into the town's account. We will have till September 30 to spend all that money.

There was a long discussion about the YES! summer program happening in the library. Andrea stated that with all the children, about 60, plus the councilors in the program, she will not be doing any summer events in the library, she will only be doing Take & Make kits for the patrons to take home. The board expressed a concern about that amount of children in the library. The volunteers will help as much as they can since Librarian Rachel Martinez will also be taking her 3 month maternity leave in June.

MOTION: Linda made a motion to accept the report of the librarian.
Willie seconded the motion.

VOTE: All board members voted aye.

Unfinished Business

Andrea stated that the terms for Willie and Linda and have been approved. Item closed.

Nobody has come forward to fill in any vacancies. Item closed.

New Business

Andrea presented the Library Polices with some updates and changes. See attached. Item closed.

There was a discussion about the large print books. Willie suggested getting a magnifier to be checked out with the books.

MOTION: Linda made a motion to accepted the changes in polices that Andrea recommended.

Willie seconded the motion.

VOTED: All board members voted aye.

Andrea presented the community assessment which is required to be done prior to the end of the fiscal year to continue to qualify for the State Grants in Aid and GO Bond funding with the NM State Library. It is a survey asking four questions. We are getting good feed back from the community on the questions. We are rewarding people with tickets to different attractions as a incentive to answer the questions. Andrea would like to have a special meeting in the future to brain storm and come up with services responses to what people said on the questions.

Announcements

There were no announcements.

The next Board meeting will be held 6:30, Thursday July 21, 2022 in the library.

PASSED AND APPROVED ON THIS 21st DAY OF JULY 2022

MOTION: Linda made a motion to adjourn at 8:06P.M.

Willie second the motion.

VOTE: All Board members voted aye.

Sandy Madsen
Board Secretary

Vice-Chairman
Kenny Adams

TOWN OF EDGEWOOD
DEPARTMENT HEAD REPORT (UNAUDITED)
AS OF: JUNE 30TH, 2022

100-OPERATING FUND
FINANCIAL SUMMARY

% OF YEAR COMP:

	PRIOR YEAR ENDING PO BAL.	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	CURRENT ENCUMBERED	BUDGET BALANCE
<u>EXPENSE SUMMARY</u>						
LIBRARY	0.00	208,302	35,164.23	199,049.94	0.00	9,252.00
TOTAL EXPENDITURES	0.00	208,302	35,164.23	199,049.94	0.00	9,252.00
REVENUES OVER/(UNDER) EXPENDITURES	0.00 (208,302) (35,164.23) (199,049.94)	0.00 (9,252.00)

TOWN OF EDGEWOOD
 DEPARTMENT HEAD REPORT (UNAUDITED)
 AS OF: JUNE 30TH, 2022

100-OPERATING FUND
 LIBRARY

% OF YEAR COMP

EXPENSES	PRIOR YEAR ENDING PO BAL.	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	CURRENT ENCUMBERED	BUDGET BALANCE
SALARIES & WAGES						
100-410-41020 Salaries	0.00	83,302	5,873.87	81,799.10	0.00	1,502.9
100-410-41030 Salaries PT	0.00	0	0.00	0.00	0.00	0.0
100-410-41050 Overtime	0.00	2,156	0.00	1,130.77	0.00	1,025.2
TOTAL SALARIES & WAGES	0.00	85,458	5,873.87	82,929.87	0.00	2,528.1
EMPLOYEE BENEFITS						
100-410-42010 FICA	0.00	5,479	748.88	4,970.95	0.00	508.0
100-410-42020 Medicare	0.00	1,239	118.86	1,106.41	0.00	132.5
100-410-42030 PERA	0.00	9,547	494.45	9,547.00	0.00	0.0
100-410-42050 Employee Insurance	0.00	28,000	0.00	25,845.60	0.00	2,154.4
100-410-42060 RHCA	0.00	1,667	117.48	1,633.91	0.00	33.0
100-410-42070 SUTA	0.00	946	0.00	179.49	0.00	766.5
100-410-42080 W/C Assessment	0.00	19	0.00	18.40	0.00	0.0
100-410-42090 Basic Life	0.00	310	20.07	239.46	0.00	70.5
TOTAL EMPLOYEE BENEFITS	0.00	47,207	1,499.74	43,541.22	0.00	3,665.7
TRAVEL						
100-410-43010 Mileage Reimbursement	0.00	300	0.00	0.00	0.00	300.0
100-410-43020 Per Diem	0.00	300	0.00	136.65	0.00	163.3
TOTAL TRAVEL	0.00	600	0.00	136.65	0.00	463.3
PROPERTY SERVICES						
100-410-44010 Maintenance Building/Stru	0.00	1,500	392.15	647.96	0.00	852.0
100-410-44020 Maintenance Contracts	0.00	1,600	0.00	1,305.96	0.00	294.0
100-410-44042 Computer Maintenance	0.00	0	0.00	0.00	0.00	0.0
TOTAL PROPERTY SERVICES	0.00	3,100	392.15	1,953.92	0.00	1,146.0
CONTRACTUAL SERVICES						
100-410-45020 Attorney Fees	0.00	50	0.00	0.00	0.00	50.0
100-410-45030 Professional Services	0.00	1,000	0.00	0.00	0.00	1,000.0
TOTAL CONTRACTUAL SERVICES	0.00	1,050	0.00	0.00	0.00	1,050.0
SUPPLIES						
100-410-46010 Office Supplies	0.00	5,000	332.42	4,936.26	0.00	63.7
100-410-46020 Non-Cap.Equip.Furn.Fixtur	0.00	5,000	0.00	4,167.42	0.00	832.5
100-410-46040 Uniforms	0.00	200	0.00	0.00	0.00	200.0
100-410-46900 Other Supplies	0.00	4,000	313.79	3,722.78	0.00	277.2
TOTAL SUPPLIES	0.00	14,200	646.21	12,826.46	0.00	1,373.5
OPERATING COSTS						
100-410-47040 Conferences/Training	0.00	500	0.00	200.00	0.00	300.0
100-410-47060 Insurance	0.00	3,000	0.00	570.00	0.00	2,430.0
100-410-47070 Postage	0.00	120	0.00	0.00	0.00	120.0
100-410-47080 Printing & Publications	0.00	300	0.00	0.00	0.00	300.0
100-410-47130 Rent of Land/Building	0.00	5,000	4,999.92	4,999.92	0.00	0.0
100-410-47140 Dues & Subscriptions	0.00	1,300	0.00	1,295.40	0.00	4.6
100-410-47150 Telephone/Internet	0.00	3,200	160.71	1,925.68	0.00	1,274.3

TOWN OF EDGEWOOD
 DEPARTMENT HEAD REPORT (UNAUDITED)
 AS OF: JUNE 30TH, 2022

100-OPERATING FUND
 LIBRARY

% OF YEAR COMP

EXPENSES	PRIOR YEAR ENDING PO BAL.	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	CURRENT ENCUMBERED	BUDGET BALANCE
100-410-47160 Utilities	0.00	11,000	8,629.64	8,629.64	0.00	2,370.00
TOTAL OPERATING COSTS	0.00	24,420	13,790.27	17,620.64	0.00	6,799.00
<u>CAPITAL PURCHASES</u>						
100-410-48030 Furniture & Fixtures	0.00	10,000	11,567.27	11,567.27	0.00	1,567.27
100-410-48060 Library Acquisition	0.00	11,000	0.00	10,610.47	0.00	389.53
100-410-48061 State Lib.Grant Purchase	0.00	7,000	501.33	9,935.52	0.00	2,935.52
100-410-48067 GO Bond	0.00	4,267	0.00	1,000.00	0.00	3,267.00
100-410-48070 Library Grants	0.00	0	1,500.00	6,927.92	0.00	6,927.92
TOTAL CAPITAL PURCHASES	0.00	32,267	13,568.60	40,041.18	0.00	7,774.21
<u>PROFESSIONAL SERVICES</u>						
100-410-48350 E-RATE Expenditures	0.00	0	(606.61)	0.00	0.00	0.00
TOTAL PROFESSIONAL SERVICES	0.00	0	(606.61)	0.00	0.00	0.00
TOTAL LIBRARY	0.00	208,302	35,164.23	199,049.94	0.00	9,252.00
TOTAL EXPENDITURES	0.00	208,302	35,164.23	199,049.94	0.00	9,252.00
REVENUES OVER/(UNDER) EXPENDITURES	0.00	(208,302)	(35,164.23)	(199,049.94)	0.00	(9,252.00)

Edgewood Community Library Statistics FY22

FY22 & FY21 Compared

	Quarter 1		Quarter 2		Quarter 3		Quarter 4	
	FY22	FY21	FY22	FY21	FY22	FY21	FY22	FY21
Adults	0	0	0	0	1,494	0	2,190	0
Children	0	0	0	0	965	0	1,775	0
Total Visitors	0	0	0	0	2,459	0	3,965	0
Reference Questions	475	469	550	353	593	408	826	523
Computer Usage	0	0	0	0	239	0	303	0
Checkouts	270	1,823	92	314	2,891	4	4,136	333
Renewals	524	624	80	408	962	9	1,924	93
Digital Checkouts	2,283	237	2,585	1,054	2,336	2,512		1,709
Total Circulation	3,077	2,684	2,757	1,776	6,189	2,525		2,135

Event/ Outreach/ Program/ Meeting Stats

	Quarter 1		Quarter 2		Quarter 3		Quarter 4	
	Qty	Attnd	Qty	Attnd	Qty	Attnd	Qty	Attnd
Activities Room Use	0	0	0	0	7	119	16	194
Library Advisory Board Meeting	1	6	0	0	1	6	1	5
Outreach	1	1,000	0	0	1	15	0	0
Special Library Events	0	0	0	0	5	161	1	121
Summer Reading Program	0	0	0	0	0	0	1	136
Volunteer Training	0	0	0	0	1	8	1	8

Note: Library closed its doors to the public until further notice and halted all in-person programming on March 13, 2020 due to the public health emergency. Curbside services began in June 2020 and were later postponed in November 2020 and began again on June 2, 2021. The library reopened to in-person services on January 4, 2022.

Materials by Date Added

Started: Saturday, July 16, 2022 at 1:30:18 PM MDT

Finished: Saturday, July 16, 2022 at 1:30:22 PM MDT

Duration: 4 seconds

Report criteria:

- Materials added Friday April 1 2022 through the end of Thursday June 30 2022.
- This report includes materials that have since been deleted.

223 items, \$7,832.11 total.

Material Type	Items Added	Value Added
1 — Default		
2 — 0-99		
3 — 100-199	13	\$274.70
4 — 200-299	1	\$22.99
5 — 300-399	10	\$254.87
6 — 400-499	4	\$59.96
7 — 500-599	3	\$57.98
8 — 600-699	32	\$717.21
9 — 700-799	2	\$45.28
10 — 800-899		
11 — 900-999	4	\$92.88
12 — Audiobook		
13 — Biography	1	\$27.99
14 — Board Book	4	\$39.96
15 — DVD		
16 — Easy	8	\$122.92
17 — Easy Reader	2	\$35.98
18 — Fiction	16	\$379.90
19 — Learning Backpack		
20 — Museum Pass	5	\$125.00
21 — New Acquisitions	34	\$937.81
22 — Read Along Kit		
23 — Southwest		
24 — Youth Biography	4	\$86.29
25 — Youth Fiction	40	\$1,543.61
26 — Youth Graphic Novel	13	\$2,485.92
27 — Youth Nonfiction	27	\$520.86



171B NM-344 • PO Box 3610 • Edgewood, NM 87015 • 505.281.0138 • www.edgewood-nm.gov

**Library Department Head Report
June FY22
Submitted by: Rachel Martinez**

Programs/Events

- Oceans of Possibilities Summer Reading Program
 - ECL's Summer Reading Program began on June 1. Participants can participate online via the Beanstack app or in person via paper reading trackers. The program will run through July 31st, and participants who complete the entire reading challenge will be entered into our Grand Prize Drawing for their chance to win an ABQ Biopark family plus membership. There are also many other bonus prizes as well as reading incentives that everyone can earn!
- Take & Make Kits
 - Edgewood Community Library began distributing their first round of summer Take & Make Kits on June 1st. They were so popular, we completely ran out of kits by June 3rd! The next round of Take N Make Kits is scheduled to begin distribution on July 1st.
- East Mountain Strummers
 - Local ukulele group meets on the 1st Saturday of the month in the Library's Activity Room from 11:30am-2:30pm. They play music for anyone who would like to listen or participate!
- YES! Program, Summer Lunch Program, and Tuesday Arts Camp
 - All three programs have been utilizing the library spaces this month and will continue to do so throughout the month of July.

Improvements

- All restrooms are now working in the library.

Other News

- Library Operations Manager Andrea Corvin will be leaving. Her last day will be July 7th, 2022.
- Librarian Rachel Martinez had her daughter on June 8th!
- The library is on temporary operating hours until both staff positions are filled, and Rachel can return to full time following maternity leave. Temporary hours are Tue-Thurs, 12pm to 6pm and Sat, 10am to 3pm.
- Congratulations to SRP 2022 participants Manny Gonzalez, Joshua Deatherage, Jacob Valverde, and Hannah Hagerty for winning the June Bonus Prize Drawings!

Stats

- Monthly Averages
 - Daily patron count: 90.5
 - Daily Internet use: 6.4
 - Daily Questions: 20.2
- Busiest day
 - Patron Count: 301
 - Internet use: 12
 - Questions: 65
- Slowest Day:
 - Patron count: 23
 - Internet use: 4
 - Questions: 1

***Note:** Numbers only reflect library patrons and not people participating in library programs/events. Those numbers are tracked separately.

Coming Up Soon

- Library Advisory Board Meeting
 - Anyone is welcome to attend the Library Advisory Board's quarterly meeting on Thursday, July 28, 2022 at 6:30pm in the Library. The agenda and packet will be available soon and can be downloaded online: https://www.edgewood-nm.gov/departments/library/agendas_and_minutes.php
- July Take and Make Kits
 - July's Take & Make kit distribution begins July 1st - while supplies last!

Shop women-owned businesses

Deliver to Town
Edgewood 87015

Health, Household & Baby Care



Departments

Back to School

Request for Quote

Buy Again

EN

Hello, Rachel
Account for Town of Edgew...

Lists

Try
Business Prime

0

Health & Personal Care

Household Supplies

Vitamins & Diet Supplements

Baby & Child Care

Health Care

Sports Nutrition

Health & Wellness



Back to results



Roll over image to zoom in

Drive Medical K320DFA-ELR Cruiser III Lightweight Folding Wheelchair with Flip Back Detachable Full Arms and Elevating Legrest, 1.6 Foot (Pack of 1)

Visit the Drive Medical Store
1,847 ratings
| 174 answered questions

Price: **\$219.95** (\$219.95 /
Count)

Buy now, pay later with 30-
day terms. Select Pay by
Invoice at checkout.

Brand	Drive Medical
Color	Black
Item Weight	41 Pounds
Style	Flip Back Removable Full Arms/Elevating Leg Rests
Item Dimensions LxWxH	36.5 x 32.5 x 12 inches

About this item

- Lightweight Folding Wheelchair: Full-featured wheelchair for adults folds to just 12 inches wide and weighs 38 pounds to offer the convenience of a portable wheelchair with a 350 pound weight capacity; this model features a 20-inch seat, detachable full arms, and

\$219.95 (\$219.95 / Count)

FREE delivery July 22 - 27. [Details](#)

Deliver to Town - Edgewood
87015

In stock.

Usually ships within 2 to 3 days.

Buy more, get it as low as \$219.55

Quantity: 1

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& **FREE Shipping**
Sold by: Kingdomgloryenterprise

Have one to sell?

[Sell on Amazon](#)



Rollback Popular pick for 'led tv'

Hisense

Hisense 58" Class 4K UHD LED LCD Roku Smart TV HDR R6 Series 58R6E3

★★★★☆ (4.0) [2011 reviews](#)

\$298.00 ~~\$338.00~~ ⓘ

\$28/mo with [affirm](#) [Learn how](#)

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Add to cart

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Aisle K23

Add to list

Add to registry

Product details

The Hisense 58" Class 4K UHD HDR Roku Smart TV is designed with a gorgeous bezel-less design and packs incredible detail into its 4K Ultra HD Dolby Vision HDR-enhanced display. Plus, with Roku TV, it's easy to watch what you love with quick access to thousands of streaming channels, and live TV. More than a smart TV, the Hisense 58" Class 4K UHD HDR Roku Smart TV is a better TV.

- 4K UltraHD-Delivers more than four times the resolution of a regular 1080p high-definition screen.
- Along with over 8.3 million pixels, inside you'll find a powerful full array LED backlight at work creating a sharper, more colorful picture
- Watch, stream, play, listen, laugh, and repeat with Roku TV OS
- Kick back and enjoy streaming movies and TV episodes, plus livestreaming news, TV, sports and more, across thousands of free and paid channels
- Start streaming your favorite shows, access your cable box or HDTV antenna, or fire up your gaming console all from the simple home screen
- Dolby Vision HDR and HDR10 transforms your TV into an entertainment powerhouse
- The image technology from cinemas, now brought together in the home, provide amazing realism that you'll see, hear, and feel like never before
- Don't struggle to keep your eye on the ball; enjoy fast-paced sports, movies and 4K gaming without the lag with Motion Rate 120
- Featuring Motion Rate image processing technology, the R6 keeps the thrills coming by making it easy to follow fast-moving action
- In Game Mode, input lag is significantly improved, so your commands from the controller are virtually instantaneous on the screen
- Quickly access entertainment and control your TV with a Google Assistant or Alexa device that you already own
- With the touch of your remote or Roku mobile app, or a simple voice command, you can take control of your smart home, turn on and off the TV, change channels, and much more
- The R6 is designed with a gorgeous bezel-less design to give you more viewable screen area
- DTS Studio Sound creates virtual surround sound for a crisp and immersive audio experience