



# CITY OF LAS CRUCES

## MINUTES

### LIBRARY ADVISORY BOARD

Thursday, August 22, 2024

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5 1. Call to Order – President Stephen Jones called the meeting to order at 3:02 P.M. Library  
6 Advisory Board (LAB) Members present: President Stephen Jones, Secretary Jennifer  
7 Kreie, Members Erin Wahl, and Denali Wilson. Members Absent: Vice-President Maryann  
8 Hendrickson, Members Patricia Gallegos, and Jessica Streeter. Also, in attendance:  
9 Sarah Booth, Library Deputy Director; and Dan Carrillo, Administrative Assistant.

10 a. President Stephen Jones read the *Land Acknowledgement Statement*.

11 b. Acceptance of August 22, 2024, Agenda – President Stephen Jones called for a  
12 motion to approve as presented; Member Erin Wahl voiced a motion to approve;  
13 Secretary Jennifer Kreie seconded the motion; all voted in favor; motion carried.

14 2. Review and Approval of May 23, 2024, Minutes – President Stephen Jones called for a motion  
15 to approve as presented; Secretary Jennifer Kreie voiced a motion to approve; Member Erin  
16 Wahl seconded the motion; all voted in favor; Motion carried.

17 3. Diversity, Equity, & Inclusion Committee Report – There is no report for this month.

18 4. Library Deputy Directors Report – Sarah Booth, Library Deputy Director, presented the  
19 following:

20 a. Statistics:

21 i. The statistics were handed out to the LAB. This is attachment 1.

22 ii. Our new fiscal year began on July 1, 2024.

23 iii. 331,482 items were the final count of all items circulated for fiscal year 2024  
24 (FY2024). We have started fiscal year 2025 (FY2025) with a count of  
25 29,846 items being circulated. This is very close to the 32,229 items that  
26 were circulated this time last year.

1           iv.    As you probably already know, our Summer Reading Program is our most  
2                   popular event of the year. This really helps contribute to our number of  
3                   patrons that visit the library. In July, we had 1522 people attend programs  
4                   in person, as well as 34 people attend hybrid programs. Elizabeth Puckett,  
5                   Librarian II (Outreach & Marketing), presented three Outreach programs  
6                   with a total of 95 participants. The application we usually use to track  
7                   summer reading numbers is Beanstack, but The State Library did not want  
8                   to use it this year. Instead, they purchased ReadSquared, but it was not  
9                   available until July. We decided not to use it since it was already too late in  
10                  the summer. We tracked numbers using paper logs, so our numbers may  
11                  not be accurate. The Friends of TBML might purchase Beanstack for next  
12                  year, but we are not sure yet, we may just use ReadSquared. Even with  
13                  the problems we encountered with tracking, Summer Reading was still a  
14                  success.

15          v.    We ended FY2024 with 50,309 library card holders. There was a slight  
16                  glitch last year with stats, it was counting an extra 5,000 patrons. That has  
17                  been fixed, and the 50,309 card holders mentioned is accurate.

18          b.    Personnel Updates:

19            i.    Library Manager (Support Services): Colleen Corgel was promoted to this  
20                  position late June. She was previously the Library Supervisor (Circulation  
21                  & Media). She is already doing a great at job.

22            ii.   Library Supervisor (Circulation & Media): Jenny Chatwin, Library  
23                  Assistant II, is now serving as the Interim Library Supervisor. This position  
24                  closed on Monday. There were 35-36 applicants, ten qualified applicants  
25                  were submitted to me for review. Interviews will be held within the next  
26                  two weeks.

27            iii.   Librarian I (Youth Services): Saverio Provenzano, Librarian I (Adult

- 1 Services), was transferred to Librarian I (Youth Services). After the  
2 transfer, he later accepted a position with El Paso Public Libraries. His  
3 last day was yesterday, he will be missed.
- 4 iv. Librarian I (Adult Services): Candidate has been selected and will start  
5 next week. They will be relocating from the Chicago area.
- 6 v. Library Assistant II (Youth Services): Beatriz Rudisill, Library Assistant I  
7 P/T (Circulation & Media), has been promoted to this position. She started  
8 last week.
- 9 vi. Library Assistant I P/T (Circulation & Media): This position has been  
10 posted and will close mid-August.
- 11 c. Library Updates, Programs, & Events:
- 12 i. We held our annual closure In-Service week of the library August 4-10,  
13 2024. We completed several projects that will positively impact the  
14 community, had staff trainings, cleaned, weeded, etc.
- 15 ii. Some areas of the library were freshly painted with brighter colors to  
16 freshen it up. Our staff worked extremely hard to prime and paint all those  
17 newly painted areas.
- 18 iii. We also moved some public access computers out of the computer lab and  
19 into the main part of the library. There are now six computers, before there  
20 were only four. There are several reasons for this. First, in the rare case  
21 we don't have staffing in the public lab, we can shut it down, and there will  
22 still be computers for the public to access and use. Secondly, the lab is  
23 very isolated, and one of the Master Plan goals includes getting everything  
24 out on the floor. Third, moving two of the ADA computers into the main area  
25 of the library, makes it more accessible for patrons with disabilities. Finally,  
26 moving these computers out, will give the Friends of TBML room to have a  
27 real bookstore and sale area. Shaunna Foster, Library Assistant II, will

1 paint the walls a coordinating lavender color to make it look nice.

2 iv. We hired movers during the closure to take surplus items to auction. They  
3 also moved the extra shelving unit's downstairs for the new book sale  
4 space.

5 v. On Wednesday, August 7, 2024, the Quality of Life Staff Development Day  
6 was held at the Las Cruces Convention Center. This included an analysis  
7 of the DISC assessment (communication tool) staff took, a speaker, door  
8 prizes, and other fun activities throughout the day. A light breakfast and  
9 lunch were provided to all. This event was very successful with all of the  
10 Quality of Life staff present.

11 vi. November 2025 will mark the 90<sup>th</sup> Anniversary of the establishment of the  
12 Library. We are in the beginning stages of planning events to celebrate  
13 throughout the year. We will have a big celebration in November, and put  
14 out a special 90<sup>th</sup> Anniversary Library card, which we will distribute all year  
15 long. We are working with the Branigan Cultural Center to coordinate these  
16 events.

17 vii. The City Council presentation in June was very successful. Ms. Booth  
18 thanked all who attended and wore their shirts to support the library.

19 viii. Brad Waters from Godfrey's will present the final Library Master Plan to  
20 City Council. The date is Monday, October 21, 2024. Ms. Booth mentioned  
21 for everyone that attends, to wear their library shirts in support.

22 ix. I have spoken with the Friends of TBML about establishing a Library  
23 Foundation. If anyone is interested in being on an exploratory committee,  
24 please contact me.

25 5. Old Business – None noted.

26 6. New Business – The Following Was Discussed:

27 a. Diversity, Equity, & Inclusion Committee: Review Objectives and Discuss Having

1 a New LAB Member Join the Committee.

2 i. Due to a member of the committee absent, we will discuss this item at next  
3 meeting.

4 7. New Business – None noted.

5 8. Announcements – None noted.

6 9. Public Participation – Lynda St. Clair, Friends of TBML President.

7 10. Adjournment – Secretary Jennifer Kreie made a motion to adjourn meeting; meeting  
8 adjourned at approximately 3:30 P.M. The next meeting is scheduled for Thursday,  
9 September 26, 2024, at 3:00 P.M. in the Roadrunner Room on the 2nd floor of TBML.

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11 **PRESIDENT or VICE-PRESIDENT**

