



CITY OF LAS CRUCES

MINUTES

LIBRARY ADVISORY BOARD

Thursday, August 27, 2026

1. Call to Order – President Stephen Jones called the meeting to order at 3:02 P.M. Library Advisory Board (LAB) Members present: President Stephen Jones, Vice-President Jason Ferguson (through Teams), Secretary Erin Wahl (through Teams), Members Jessica Streeter, Denali Wilson (through Teams), Randi Himelgrin, and Nancy Claypool. Also, in attendance: Sarah Booth, Library Deputy Director; Dan Carrillo, Administrative Assistant, and Carol Brey, Quality of Life Director.

a. Sarah Booth, read the *Land Acknowledgement Statement*.

b. Acceptance of Agenda – President Stephen Jones called for a motion to approve agenda; Member Jessica Streeter voiced a motion to approve; Secretary Erin Wahl seconded the motion; all voted in favor; motion carried.

2. Review and Approval of May 28, 2026, and June 25, 2026, Minutes

a. May 28, 2026, Minutes – President Stephen Jones called for a motion to approve as amended; Member Jessica Streeter voiced a motion to approve; Member Randi Himelgrin seconded the motion; all voted in favor; motion carried.

b. June 25, 2026, Minutes – President Stephen Jones called for a motion to approve as amended; Member Jessica Streeter voiced a motion to approve; Vice-President Jason Ferguson seconded the motion; all voted in favor; motion carried.

3. Library Deputy Directors Report – Sarah Booth, Library Deputy Director, presented the following:

a. Library Statistics

i. We had a very busy FY2026. FY2026 is now closed and we are starting FY2027. Although we saw a 9% decrease year to year in the number of

1 physical items checked out, there were increases in every other category.
2 This decrease was probably due to the migration from Baker & Taylor (went
3 out of business late 2026) to Ingram Library Services. We are working to
4 get more collection development to solve this issue. There was a 7%
5 increase in the number of digital items checked out. The number of users
6 coming into the building increased 2.5% and library card holders increased
7 8%. The biggest increases were in Public Programs. There was a 14%
8 increase in the number of programs presented, and an 18% increase in the
9 number of attendees. We ended the Fiscal year very well.

10 b. Library Budget Update

- 11 i. Although the City had previously approved \$50,000 for books in the
12 FY2027 budget, this was removed during the budget realignment process.
13 Library staff will use Branigan Estate funds for collection development
14 purchases. We currently have a total of \$432,706 in the Branigan Estate.
15 We spend approximately \$250,000 each year. If we continue at this pace,
16 the Branigan Estate will be depleted by FY2029. When we start the budget
17 process for FY2028, I will be asking for the restoration of the \$50,000 that
18 has been removed. In addition to the funding, the library must meet a per
19 capita spending amount to follow State Library guidelines. The State
20 Library requires us to spend \$1.50 per person on the collection, which is
21 \$167,077. This keeps us compliant to receive State Aid funds which is
22 approximately \$20,000 per year, and to receive GO Bond funding, which is
23 usually around \$450,000 for four years.

24 c. Personnel Update

- 25 i. Library Assistant II: Beatriz Rudisill is retiring. Her official last day will be
26 November 1, 2026, but she is using accrued leave starting September 3,
27 2026, until her retirement date. Ms. Rudisill has been with the Library for

1 19 years. She has worked in different sections, most recently in Youth
2 Services. We are going to miss her.

3 ii. Library Assistant I: Two staff members have left the Library. Douglas
4 Hooten and Fabin Armendariz were both part-time employees. They were
5 both great team members and we will miss them. I am working with Quality
6 of Life to see if we can get approval to fill these positions.

7 iii. Librarian II and Library Assistant II: We are still waiting for official approval
8 to fill these positions.

9 d. Library Programs, Events, and Other Information

10 i. We had our most successful Summer Reading Program ever. This year,
11 1,064 people registered for the program.

12 ii. Thanks to the Friends of TBML, and a generous donation from the
13 Progress Club, Youth Services staff were able to attend Mother Goose on
14 the Loose training. This training specifically teaches early literacy skills that
15 can be used in our Storytime presentations. The staff are working on
16 presenting their first Mother Goose event in September 2026.

17 iii. We have rearranged the furniture in the lobby area to relocate the Public
18 Computer Lab. All public-access computers are now on the main floor,
19 making it easier and safer for staff to monitor patrons and computer activity.
20 Previously, Bearto's Bookstore occupied a small portion of the computer
21 lab. With the computers now relocated to the main floor, the Friends have
22 been able to utilize the entire lab for the bookstore. This additional space
23 allows them to expand their selection and offer even more items to patrons.
24 The Friends have done an amazing job transforming and improving the
25 space, and sales are soaring.

26 e. Library Renovation and Expansion

27 i. As you already know, City Council unanimously voted to put the Library

renovation/expansion project on the November Go Bond ballot. Thank you to LAB President Stephen Jones for attending this meeting.

ii. We have already been working with the Communications Department to design a flyer and bookmark. They should be printed ready to start handing out to the public at the beginning of September 2026.

iii. The architects will be creating a large poster for us to display at the Library.

iv. We have tentatively identified a temporary location for the library to use during the renovation. We are planning to lease both vacant spaces that formerly housed Joann Fabrics and Tuesday Morning in Pan Am Plaza. Library staff offices and workspaces would be located in the former Joann Fabrics space, while the public area and library services would be housed in the former Tuesday Morning location.

v. Professional library movers toured the building on August 10, 2026. We have a significant amount of equipment, furniture, and materials in the building, so we have begun the process of sorting through everything and determining what can be relocated to the temporary facility. Items that cannot be relocated will be considered for use by other City departments or sent to auction.

vi. The GO Bond presentations are as follows: September 2, 2026 – Children's Reading Alliance; September 11, 2026 – GFWC Progress Club; September 12, 2026 – American Association of University Women (AAUW); September 29, 2026 – Las Cruces Village and Rotary Club of Las Cruces. Previous presentations were on August 8, 2026 – League of Women Voters; August 12, 2026 – Interagency Council. Carol Brey mentioned that the Communications Department has provided a list of organizations to contact regarding presentations, with assistance to help with these presentations, from the Friends of TBML. We are currently reaching out to

1 these organizations and working to schedule throughout September.
2 These presentations are just informative sessions to let the public know
3 that the Library is on the November 2026 ballot. The Library cannot
4 campaign for the library or ask people to vote for the proposition. The LAB
5 can campaign for the Library though.

6 vii. October.

7 f. Acceptance of Library Director's Report – President Stephen Jones called for a
8 motion to approve report; all voted in favor; motion carried.

9 4. Announcements/Other Information – The Following was Shared

10 a. Lynda St. Clair mentioned the following:

11 i. The Friends have bookmarks and information sheets available (English &
12 Spanish) to hand out to people and organizations about the GO Bond. This
13 is attachment 1.

14 ii. The Friends of TBML Board has agreed to pay for half spots on three
15 billboards across the city. Also, pay for (50) yard signs.

16 iii. The library's relocation sites cannot accommodate the Friends bookstore,
17 and paying retail rent is financially unfeasible given expected sales
18 margins. However, a potential location has been identified at the Munson
19 Center. Carol Brey will coordinate with Sonia Saldana, Senior Programs
20 Deputy Director, to discuss utilizing available space at that facility.

21 iv. We made \$2600 at the last pop-up sale.

22 b. Carol Brey, Quality of Life Director, mentioned the following:

23 i. Thank you to the members of the LAB and the Friends of TBML for all that
24 you do for the library. I try to get to these meetings on a quarterly basis,
25 but don't always do. If you ever have any questions, you know you can
26 always reach out to me.

1 5. Public Participation

2 a. Lynda St. Clair, Friends of TBML President.

3 6. Adjournment – President Stephen Jones entertained a motion to adjourn meeting;
4 Member Jessica Streeter voiced a motion to adjourn; meeting adjourned at approximately
5 3:36 P.M. The next meeting is scheduled for Thursday, September 25, 2026, at 3:00 P.M.
6 in the Staff Conference Room on the 2nd floor of TBML.

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9 **PRESIDENT or VICE-PRESIDENT**