

**Irene S. Sweetkind Public Library**  
**Board Meeting Minutes**  
**November 18, 2008**

**Call to Order**

The regular meeting of the Board of the Irene S. Sweetkind Public Library (Library) was called to order at 9:10 a.m. in the Town Administrator's office at 6515-B Hoochaneetsa Blvd. by Vice-Chair Cindy Eakin.

**Roll Call**

Board Members—Dorothy McDonald, Kathyne Anson, and Claralyn Howard were present. Cindy Eakin was present by phone. Phyllis Orbaugh was absent.

Ex Officio Member Mary Badarak, Library Director, was present.

Town Administrator Mary Wheeler was present for portions of the meeting.

**Approval of Minutes**

On motion of Kathyne Anson, seconded by Dorothy McDonald, the previously distributed minutes were approved.

**Approval of Agenda**

The previously distributed and posted Agenda was approved.

**Treasurer's Report**

Regarding the September financials:

Line 437.01, Telephone, was higher because of long distance telephone calls to the State Library in Santa Fe

Line 360, Miscellaneous Income, the addition error was corrected

Regarding the October financials :

Line 334.12, NM-LCAA, reflects the receipt of the entire year's amount

Line 360.04 reflects \$800.00 in donations in memory of Nan Stackhouse and \$200 from the Geraldine R. Dodge Foundation. Thank you letters have been sent.

Line 360 should be \$225 instead of \$245

The October financials were approved by the Town Assembly at last night's Meeting.

There was a discussion and explanation about how various items are handled in the budgeting and apportionment processes.

Dorothy McDonald moved approval of the Treasurer's Report; Claralyn Howard seconded, and the report was approved.

### **Chair Report**

Planning for the December 2<sup>nd</sup> workshop to revise the By-laws will go forward in anticipation that Cindy Eakin will be available.

### **Library Director's Report**

#### *Internet Upgrades*

Mary Badarak reported that the Town Assembly has agreed to our resolution concerning establishing a T-1 line for the library, to be shared with the Town Administration and Fire & EMS. The library will enter into the required 3 year contract. Costs will be apportioned by the number of computers with access to the system. The library will pay 2/3 of the \$450 monthly cost, \$300, and the Town Administration and Fire \$75.00 each. Mary will invoice approximately \$2,500 from the County Bond Funds so that the extra expense will be covered at the time of the budget adjustment in December.

Heather Wittemore at Qwest has been requested to proceed with the installation. She is also familiar with E-rate grant requirements and will offer assistance with that. The service is 100% guaranteed by Qwest with an up-load and down-load speed of 1.54 mega-bytes which will not be degraded by use. Installation fees are waived and a pre-configured Ad-tran router is included in the service.

*State Aid*

Mary distributed an e-mail from Susan Oberlander, the State Librarian, reporting on the regional meetings she had organized so that rural libraries could meet with state legislators regarding the need for and uses of state aid. Bills will be introduced to increase funding but the state low revenue projections don't bode well for success. She urges continued contact with legislators and appearance at hearings to keep the issue visible. Mary will e-mail additional information to board members as it comes in.

*State Bonds*

The \$11 million bond issue passed this past election so funds will be available when the bonds are sold.

*Public Libraries Innovations Grants*

Mary has received information about a Public Libraries Innovation Grant that requires a partnership with a municipality to receive grants in the range of \$20,000- \$60,000 in 2009. A possible use of such additional funds might be to subscribe to the OCLC catalog which would bring the world of libraries to Cochiti Lake.

*Library Web Page*

Soon to be accessible through the library's web page are the core documents relating to the establishment, authorization, and functioning of the library and Board.

**Old Business**

*Election of Officers*

After discussion the following slate of officers was proposed:

Chair	Cindy Eakin
Vice-Chair	Claralyn Howard
Secretary	Claralyn Howard
Treasurer	Cindy Eakin
Community Outreach	Dorothy McDonald

Kathyrne Anson moved acceptance of the slate; Dorothy McDonald seconded and the slate was accepted unanimously.

**New Business**

None

**Other**

None

## **Adjournment**

Meeting adjourned by Cindy Eakin at 10:00 am.

Workshop to revise the Bylaws will take place in the Library at 9:00 a.m. December 2, 2008.

The next general meeting of the Library Board was not set.

Respectfully submitted,

Claralyn O. Howard  
Secretary