

Minutes of the Library Advisory Board Meeting, Monday, September 30, 2019

The meeting was called to order at 5:28 p.m. by Chairman Bonnye Warwick. A quorum being present, it was decided that the meeting should proceed.

Present were: Chairman Bonnye Warwick, Board Members Bridget Long and Terie Hafner, and Library Director Pat O'Hanlon. Board member Michael Bankson had called in sick, and is excused. Also present was new member-elect Angie Torres, whose term begins tomorrow, October 1, 2019.

The agenda for the meeting was approved; motion to approve made by Bridget Long and seconded by Terie Hafner. The minutes of the August 2019 regular meeting were approved as read, motion to approve made by Bridget Long and seconded by Bonnye Warwick. The affirmative votes on both motions were unanimous.

COMMENTS FROM THE PUBLIC:

- None.

REPORTS:

- Board members: None.
- Library Foundation: The current value shown on the August 30, 2019 statement is \$20,697.72.
- Friends of the Library: No report at this time.
- Director's report: As of October 1, 2019 (tomorrow), we have a full five-member board again.

OLD/UNFINISHED BUSINESS:

- Discussion/Action: Refresher course on Roberts Rules: The excerpt from "Roberts Rules of Order Cheat Sheet" found online will be used as a handout, and will be included in our Welcome Packet for new board members.
- Discussion/Action: Job description for Library Board Members: In discussing the title for this item, the board decided that we should, in the interest of keeping it simple for now, not give it a definitive title, but to simply designate it a "New Board Member Welcome Packet." Also included in the Welcome Packet will be several handouts from the NM State Library regarding the standard functions of Library Advisory Boards in New Mexico. A motion was made by Terie Hafner that the library could provide simple portfolio-style folders with three-hole prongs to secure the necessary papers. The motion was seconded by Bridget Long, and was carried by unanimous vote.

NEW BUSINESS:

- None

There being no further business to come before the Board, the motion to adjourn was made by Bridget Long and was seconded by Terie Hafner. The motion was unanimously approved. The meeting was adjourned at 5:53 p.m. The Board's next regular meeting is scheduled for Monday, October 28, 2019.

Respectfully submitted,

Bonnye Warwick, Chairman
Pat O'Hanlon, Library Director