

Memo from the Board of Directors

Re: El Rito Library Management Structure

On December 23, 2024, the El Rito Library Board of Directors unanimously voted to create a new management structure to help ensure the continued existence of the library.

The Board noted that massive deficits in at least the last 3 fiscal years (**\$19,800** in year ending June 2022, **\$21,500** in year ending June 2023, and **\$19,500** in year ending June 2024) had left the library in precarious financial shape, and that in about 2 ½ years, the library would be out of funds and would have to close its doors. The Board was looking at the prospect of the library failing to continue its mission of serving the community of El Rito.

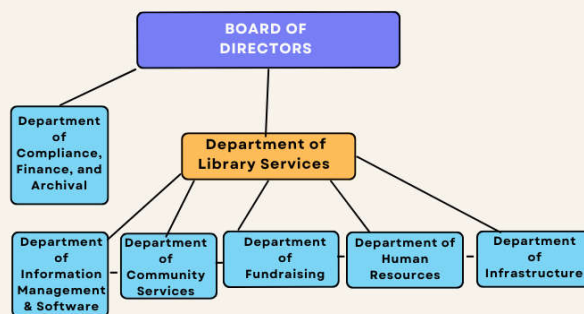
To ameliorate this problem, the Board examined the management structure and operating procedures of the library, and realized that the Executive Director was too broad a position, requiring a vast diversity of skills that are rare to find in any one person, as well as a vast investment of time. In addition, there was no financial oversight built into the structure.

The Board analyzed the skills that are required to run a library, and developed the organizational chart below. The Board then considered the best personnel for these positions, and realized that it would take time to find individuals who are most aptly suited to each position. While those personnel are being recruited, the management positions are being filled on an acting basis (through the March 14, 2025 Board meeting) by Board members who are volunteering their time and expertise, as well as two positions filled by existing employees.

Over the next two months, we anticipate filling each position with qualified staff, while controlling expenses, which have been excessive, and prospecting for new grant monies, all to eliminate the deficits that the library has been incurring.

The ultimate goal of these changes is to preserve the library for years to come, providing new and evolving services to the community of El Rito and beyond.

You are invited to join us at our next Board meeting, January 10, 2025, at noon, if you have questions or comments about the new management structure.



El Rito Library Organizational Chart