

El Rito Public Library

Board Meeting Minutes

February 14, 2026

Meeting Opening

- The meeting was called to order at 12:02 pm.
- Present at the meeting were Directors Vicky Broadus, Lynne Gudes (via Zoom), Sid Gudes, Maggie Towne, and Dave Warren, as well as Team Leader Jill Weber. There were no other attendees at the meeting.
- Five out of seven voting members of the Board being in attendance, a quorum of the voting members of the Board was established.
- Motion was made and passed unanimously to accept the minutes from the January meeting.

Financial, Compliance, and Risk Report

Financial Status

- Total cash available at the end of January was \$141,026 compared to \$128,691 the previous month.
- Revenue totaled \$27,800 in January, with \$27,000 from Outdoor Recreation Grant, to be spent on outdoor youth programs this year.
- Expenditures in January were \$14,770 including \$4,360 for payroll, \$1,680 for the defibrillator, \$1,200 for circulating collection books and DVDs, and \$2,300 for two Apple computers.

GO Bond Status

- There is \$794 remaining from the 2024 GO Bond allocation, which is encumbered for lighting improvements.
- These funds expire April 1, and Rio Arriba County needs the vendor's invoice by March 13th to process it in time.
- If Light It Up Electric doesn't complete work in time, options include losing the money or purchasing alternative items (sewing machines, spotlights suggested). Losing the money, while a financial hardship, will not affect our receipt of the upcoming 2026 GO Bonds or of the State Library grants next fiscal year.

Grant Status

- One-time State Library Rural Libraries Program grant of \$43,000 has \$2,100 remaining to spend.
- New Mexico Children's Foundation grant of \$4,500 is fully spent on children's programs.
- State Library Grants-in-Aid of \$10,000 has not been spent.
- United Way grant of \$13,000 is fully spent on children's programs.

Compliance

- Charity Navigator has not yet processed our 990 return for FYE 2025; when they do our score should go up from 36 to somewhere in the 80s.
- We sent out 2025 donor letter, 17 by postal mail and 31 by email. Three of the 31 emails were bounced back. Maggie and Jill will try to find the correct email addresses.
- We completed the New Mexico Mutual audit for Worker's Comp insurance.

Risk

- Our property insurance premium bill arrived, it is about \$500 more than last year.
- Our property is underinsured, as the coverage has not been raised in many years. Sid will try to contact our agent to see about raising it.

- There was some discussion of finding a new agent or company. History of difficulties doing so was brought up to the Board by Sid and Dave.

DVD vs. Blu-Ray

- DVDs are dropping in the marketplace, not as many are being made.
- Many DVDs are now more expensive than their Blu-ray equivalent.
- The library should guard against the VCR situation, where we ended up with a large set of VCRs that could not be used and in the end needed to be thrown away.
- Agreed that all future disc purchases should be Blu-ray, but the current DVD discs should not be replaced.
- Approved purchase of three Blu-ray players to lend to patrons who do not have Blu-ray players.

Meeting Room Policy

- Board discussed the pros and cons of allowing outside groups to use the library for events that are not sponsored by the library.
- If outside groups are allowed, then the library cannot discriminate; any group must be allowed, including groups opposed to library principles, because of free speech.
- There are other meeting venues in El Rito, such as the Senior Center, College, Church, and Fire Department.
- There was some discussion that the library does not have enough room for a large meeting, for example the Department of Transportation meeting was quite crowded.
- The Board voted to disallow outside groups from meeting at the library.

Asset Disposal

- Discussed the need for an Asset Disposal policy.
- Discussed the need to record corporate memory for future library management.

National Historic Designation

- Discussed the advantages of achieving a national historic designation, which includes availability of grants for capital projects.
- Dave noted that it can take at least 2 years up to 5 years to be approved.
- Discussed the history of the building and its historic significance.
- The Board approved a committee to study the issue, including Vicky, Jill, and Roberta.

Michael Maddex Stage Dedication

- Stage dedication is set for April 25, 11:00am to 2:00pm.
- Dave has contacted several musical groups and found some for \$700 to \$800, but is not considering ones for say \$1,500 for budgetary reasons.
- Some other groups were suggested by Board members.
- Board voted to set up a temporary committee to manage this, with Maggie and Dave, and looking to add Paul Roberts and Bruce Smith if they are willing.

Music Room Building

- Discussed three options: pre-built Graceland building (\$4,000), Home Depot kit (\$2,500), or converting the existing storage container (\$1,200 to \$1,500).
- Board was generally inclined to go with the least expensive option.
- Dave pointed out he had a discussion with Senator Leo Jaramillo, and there might be a relaxing of the anti-donation clause for next fiscal year's funds.

- Board decided to postpone further discussion until after the legislative session ends and we know what funds and spending capabilities will be in the upcoming fiscal year.

Library Team Leader Report

Library Operations and Programming Updates

- Children's programs are well-attended: Parent-Toddler class with up to 9 children, After School program with a dozen or more school children.
- Children get their own library card and have been checking out books.
- Kent Collection dedication will be March 28th.
- CPR training is scheduled for March 14 and 28 for staff and interested patrons. Advertising in the Abiquiú News will begin next week.
- A book club will start in April, with Jill leading the initiative.

Community Services

- Game night and paint night will be in February.
- Carime has a list of ideas for Spring, including a yard sale.
- They will discuss Cinco de Mayo. The Board suggested that last year's was an excellent event, even though the car club had to cancel at the last minute, and suggested that we do it again.

Fundraising

- Will apply to New Mexico Children's Foundation, due in mid-March. Will co-ordinate with Mary for her ideas for children's programs to include in the proposal.
- United Way next application window is in the fall.
- Interested in looking at funding for raised beds for a community garden, for kids to grow stuff, but have not investigated too deeply yet.

Staffing Coverage

- Staffing challenges continue.
- Advertisement for a part-time librarian has been placed.
- In the meantime, Vicky and Maggie continue to staff the desk when needed.

Meeting Closing

- The next Board meeting was set for Friday, March 13, 2026, at noon.
- The Board voted to adjourn the meeting.
- The meeting was adjourned at 1:42 pm.