

Minutes Silver City Public Library Board Meeting Nov 12, 2014

Present:

Ted Lynn
Eileen Sullivan
Nick Seibel
David Krisch
Lynda Aiman-Smith

Not Present:

Guest present

Lisa Jimenez

Call to order- Ted Lynn called the meeting to order at 4:15 pm.

Approval of Minutes - With no edits, additions, or objections, the minutes for from June 11, 2014 were approved

Approval of Agenda – The agenda was approved with no changes

Public Input – there was none

Election of officers – Ted Lynn was re-elected Chair; David Krisch elected Vice- chair; Lynda Aiman-Smith elected Secretary

Reports

A. *Memorial Report* - There was some discussion of use of some funds for special project staffing. Decision was to not do so, but rather to look for funding elsewhere.

B. *Friends of the Library Report* – no reported activity

C. *Foundation Report* – Required non-profit and governmental reporting due soon (e.g. to IRS, NM taxation, and Attorney General)

Action: Treasurer for Foundation will complete and submit to appropriate agencies

D. *Librarian's Report*- Eileen Sullivan

There was an emphasis in October on programming for school fall break. Digital Literacy Project day on Oct 30 was well-attended. Attendees included Gar Clarke the NM Department of Information Technology Broadband program manager, and Eva Artschwager who worked with the library on part of the Digital Literacy programming. Eileen talked about Lillian and her appearing on the “Local Flavor” program on KURU 89.1 FM to talk about programs and Digital Literacy.

Old Business – none to discuss

New Business -

Presentation of Nonprofit Organizational Capacity Assessment Findings and Recommendations Report – Lisa Jimenez

Lisa started her report by noting how the process of going through the assessment instrument together on October 2, 2014 was helpful in triggering insights and dialogue. The board members who attended added how much they appreciated getting to meet and spend time with the library staff. We all agreed that having observation and information from someone outside the organization is valuable.

Lisa briefly discussed the four areas of Organizational Capacity Assessment - Governance and Leadership; Organizational Development; Program Development; and Community Engagement. She noted areas of higher and lower scoring, and identified the top three recommendations. Those are 1) Community needs assessment (this would be an assessment of clients and external stakeholders); 2) Strategic planning; 3) Advocacy training for board members.

Eileen initiated a discussion about using funds from the memorial fund to work on the number 1 priority, Community Needs Assessment. David Krisch made a motion to do so, seconded by Nick Siebel, and unanimously passed to allocate up to \$2000 for that purpose.

Action – Eileen Sullivan to work with Lisa Jimenez on planning such a project. Lisa also noted she would do a search through a foundation database the Non-Profit Resource Group has, to seek out planning & training grants that might be applicable.

Ideas for PR for Library

Ted Lynn identified a number of possible PR actions, including 1) a monthly profile of a library employee or volunteer, including on-the-job photos; 2) Coverage of happenings at the library; 3) A regular weekly column/listing describing services available at Library
Action – In Dec 2014 Ted Lynn will begin regular employee or volunteer and services profile process, including some stats (like how much \$ the library saves patrons who check out books rather than purchase them!).

Adjournment – Meeting was adjourned at 5:25pm

These minutes were approved at the Library Board meeting Dec 1, 2014

Lynda Aiman-Smith, Board Secretary