



CITY OF LAS CRUCES

MINUTES

LIBRARY ADVISORY BOARD

Thursday, February 27, 2025

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5 1. Call to Order – Vice-President Maryann Hendrickson called the meeting to order at 3:01
6 P.M. Library Advisory Board (LAB) Members present (in person and through TEAMS):
7 President Stephen Jones (TEAMS), Vice-President Maryann Hendrickson, Secretary
8 Jennifer Kreie, Members Erin Wahl (TEAMS), and Denali Wilson (TEAMS). Members
9 Absent: Member Jessica Streeter. Also, in attendance: Sarah Booth, Library Deputy
10 Director; and Dan Carrillo, Administrative Assistant. NOTE: Vice-President Maryann
11 Hendrickson ran the meeting since she was present in person.

12 a. Secretary Jennifer Kreie read the *Land Acknowledgement Statement*.

13 b. Acceptance of February 27, 2025, Agenda – Vice-President Maryann Hendrickson
14 called for a motion to approve as presented; Secretary Jennifer Kreie voiced a
15 motion to approve; President Stephen Jones seconded the motion; all voted in
16 favor; motion carried.

17 2. Review and Approval of January 23, 2025, Minutes – Vice-President Maryann
18 Hendrickson called for a motion to approve as amended; Secretary Jennifer Kreie voiced
19 a motion to approve; Member Erin Wahl seconded the motion; all voted in favor; Motion
20 carried.

21 3. Library Deputy Directors Report – Sarah Booth, Library Deputy Director, presented the
22 following:

23 a. Library Statistics:

24 i. The FY2025 stats were handed out to the LAB. There are additional sheets
25 of stats included this month. This is attachment 1.

26 ii. We currently have 130,282 physical items in our library collection. We are

1 continuing to weed out older items and are working on purchasing new
2 items to replace the weeded items. This is a slow process since most
3 librarians are focused on our many public programs going on. I am still
4 hopeful that a Collection Development Librarian position will be able to be
5 funded in the future.

6 iii. Last month, 1,913 items were used in-house. We have counted 10,816 in-
7 house items used so far this year. An in-house item is an item a patron
8 looks over/reads but doesn't check out. We have special carts labeled for
9 these in-house items. Patrons will place the item they looked at on the cart,
10 and staff will document how many items are being used.

11 iv. Interlibrary Loans continue to be a popular service the library offers. In
12 January 2025, we had 115 requests for items with a total of 954 for the
13 year. We have loaned out 1,217 items so far this year, including 205 in
14 January 2025.

15 b. Personnel Updates:

16 v. Circulation & Media Supervisor: Kathy Key-Tello, Library Assistant I, will be
17 Interim Circulation Supervisor until the position is filled permanently. The
18 position is posted and closes on March 10, 2025. So far, we have 15
19 applications.

20 vi. Librarian I (Youth Services): Jenny Chatwin has now transitioned to this
21 position. Ms. Chatwin was the previous Circulation & Media Supervisor.

22 vii. Library Assistant II: William Jones, Library Assistant I P/T, has been
23 promoted to this position. The final paperwork is in process for Mr. Jones
24 to start the position.

25 c. Library Program and Events

26 i. Our three new self-checks have been installed and are up and running. We
27 are waiting to install new software to upgrade the system, but otherwise

1 they are working great.

2 ii. Our biggest event right now continues to be the VITA Tax Assistance
3 Program. Since opening on February 1, 2025, 149 tax returns have been
4 prepared so far. The original goal was to prepare around 150 tax returns,
5 but with over a month left, we will easily surpass that number by the end of
6 this program. Volunteers prepare the tax returns free of charge to the
7 public. This service is so popular, there is a line waiting outside the front
8 door on the days we offer the assistance. This is on a first come first serve
9 basis.

10 iii. On January 30, 2025, representatives with Desert Peaks Architects came
11 to take a video scan of the library. This scan showed every inch of the
12 building and is the first step in our design process. This past Tuesday we
13 met with the architects to start the conceptual design process. At the next
14 LAB meeting on March 27, 2025, the architects and Brad Waters from
15 Godfrey's Associates, will present an overview of the conceptual design to
16 the LAB and public. The tentative plan when the funding is in place and
17 major construction starts, that staff stay in the library while the remodel is
18 taking place. The architects and Brad suggested that staff move out of the
19 building during remodel. This will cut off about six months project time and
20 save about one million dollars as well. We would have to find a City building
21 or a building that can accommodate us moving most items to that location
22 to continue serving the public.

23 4. Old Business

24 a. Post Discussion About Library Legislative Day

25 i. Sarah Booth mentioned that it was a successful trip. We broke up into
26 groups, about 15-16 per group. We were able to visit with all the
27 Legislatures; they seemed positive about the library, but we felt unsure if

1 we are going to get the funds needed. The library is asking for 5.6 million.

2 ii. Member Erin Wahl agreed with Sarah's assessment of the trip. Overall, in
3 the Legislature, they seem to support the vision of the library and the
4 library's needs.

5 iii. Member Denali Wilson mentioned that the Governor strongly suggested
6 that there will be a special session this summer regarding federal funding.

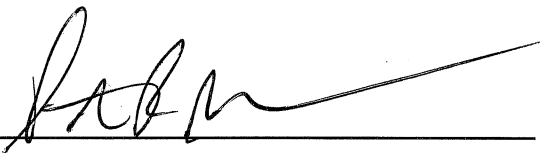
7 iv. Q: Denali Wilson mentioned that yesterday was the deadline for the Capital
8 Outlay request. She asked if there was an update on this.

9 A: Sarah Booth responded that Carol Brey, Quality of Life Director, has not
10 heard anything yet.

11 v. President Stephen Jones mentioned that the Library Protection Act passed
12 through the Education Committee with a 7-4 vote. It is next up for vote on
13 the Floor.

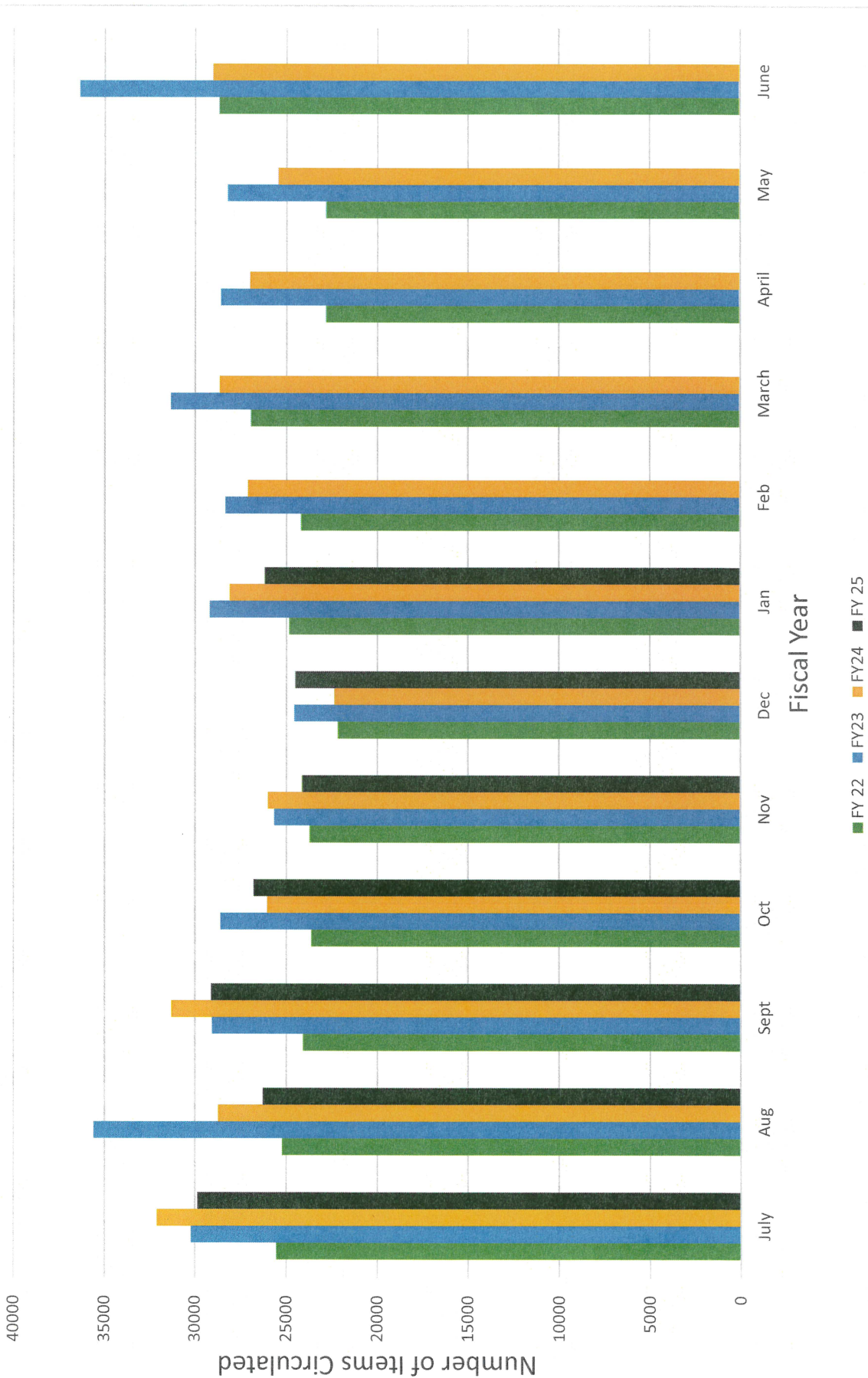
14 5. Announcements – None.

15 6. Adjournment – Vice-President Maryann Hendrickson entertained a motion to adjourn
16 meeting; meeting adjourned at approximately 3:23 P.M. The next meeting is scheduled
17 for Thursday, March 27, 2025, at 3:00 P.M. in the Roadrunner Room on the 2nd floor of
18 TBML.

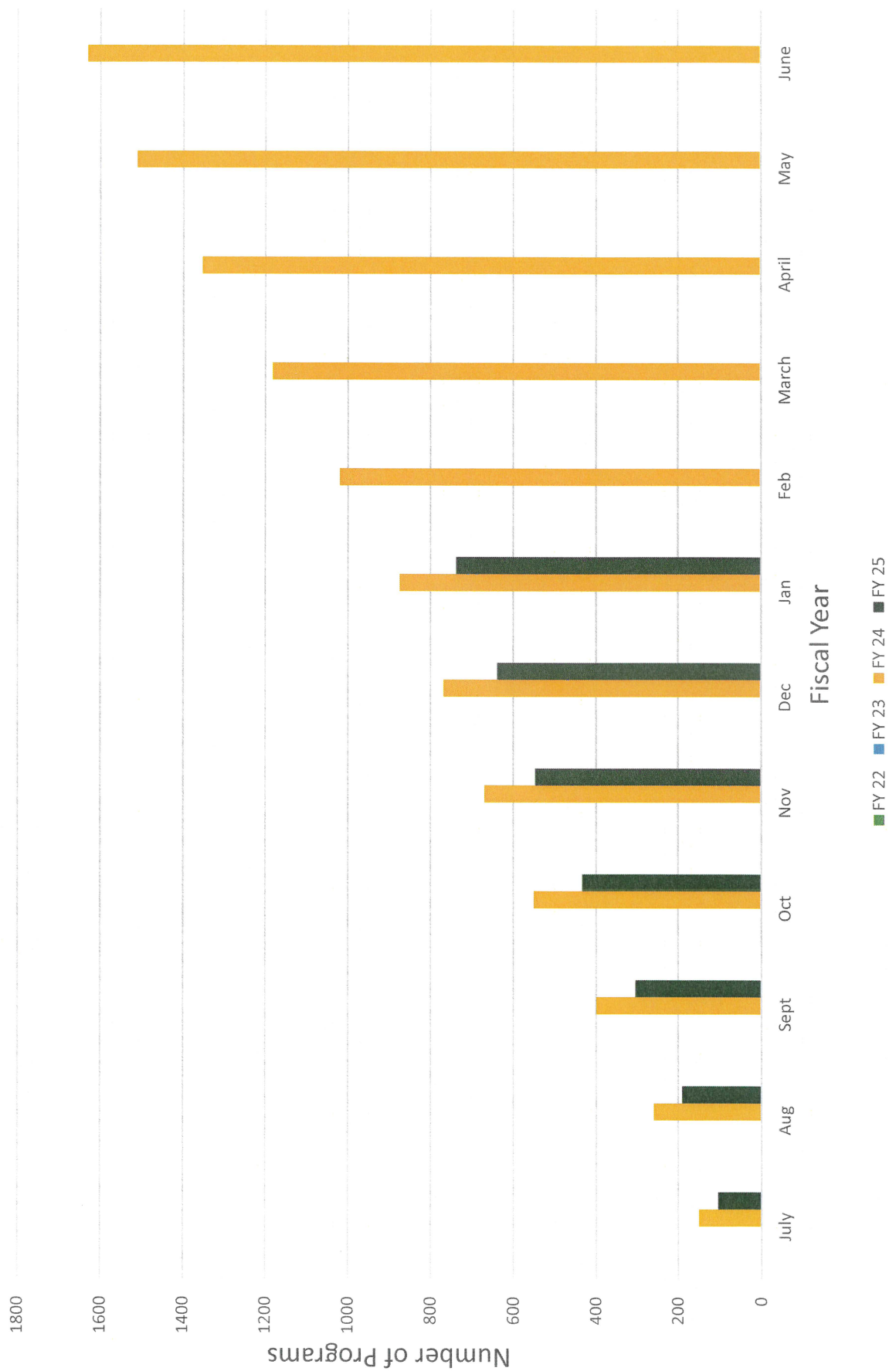
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21 **PRESIDENT or VICE-PRESIDENT**

Las Cruces Public Libraries Circulation Year To Date



Las Cruces Public Libraries Library Programs



Las Cruces Public Libraries New Cardholders By Month

