

**Edgewood Community Library Advisory Board Meeting
Thursday January 18, 2018
171B State Rd 344
Edgewood, New Mexico 87015**

Roll Call

Present were Vice-Chairman Kenny Adams, secretary Sandy Madsen, board member Willie Ellis, librarian Andrea Corvin and assistant librarian Barbara Hambek.

Chairman Kenny Adams read the mission statement.

Chairman Kenny Adams called the meeting to order at 6:36 P.M.

Approval Of Minutes

MOTION: Willie made a motion to approve the minutes as written
Sandy second the motion.

VOTE: All Board members voted aye.

Treasury Report

Andrea presented the budget report as of November 20, 2017. See attached. Kenny and Sandy wanted to know what the utilities bills are. Andrea stated that she will have to ask Juan if he has received any bills from the MESD. Andrea also stated that the library budgeted a large amount for the utilities for a building this size. Sandy also wanted to know if the library pays for the cleaning fee she said they do under maintenance contracts. Andrea also stated that she doesn't know when we will get a treasury report.

Communications

There were no communications.

Report of the Librarian

Andrea presented the quarterly report of the librarian. See attached. Willie wanted to know about the dumpsters. Andrea stated that they are recycling bins for the people of Edgewood. Willie volunteered to contact the Town of Edgewood as a private citizen to provide better signage for the dumpsters.

MOTION: Willie made a motion to accept the report of the librarian.
Kenny second the motion.

VOTE: All Board Members voted aye.

Unfinished Business

There was a long discussion on the activity room policy. Andrea stated that she still does not have a working draft for the meeting room policy because she found out more information on constructing an activity room policy and that she also has to draft a policy with an agreement in mind for the patrons. There are also a lot of other issues to think about. Andrea will work on the draft for the next meeting in April. POC Andrea. Item open.

New Business

Andrea stated that the officer elections are due every January of the year. Andrea stated that she will e-mail the town to tell them of our elections.

MOTION: Sandy made a motion to leave the officers as is.
Willie second the motion.

VOTE: All board members voted aye.

Chairman- vacant

Vice-Chairman Kenny Adams

Secretary-Sandy Madsen

Sandy stated that we need to have a special meeting in March for Kenny and Willie's terms which will expire in March of 2018.

MOTION: Willie made a motion to call a meeting on March 15, 2018 for Kenny's and Willie's new terms on the board.

Sandy second the motion.

VOTE: All board members voted aye.

The new terms will be as follows:

Kenny Adams Vice-Chairman 2018 - 2021

Willies Ellis Member-2018-2021

Announcements

There were no announcements.

The next board Meeting will be held on Thursday April 19, 2018 in the library.

PASSED AND APPROVED ON THIS 19TH DAY OF April 2018.

MOTION: Willie made a motion to adjourn at 7:14P.M.

Kenny second the motion.

VOTE: All Board members voted aye.

Sandy Madsen
Board Secretary

Kenny Adams
Vice Chairman