



**Agenda Regular Meeting of the Santa Fe
Public Library Board
March 17, 2026 at 5:45 PM
Santa Fe Public Library -
Southside Branch
6599 Jaguar Drive, Santa Fe, NM**

Procedures for Santa Fe Public Library Board Meeting

1. Call to Order
2. Roll Call
3. Approval of Agenda
 - a. Tuesday, March 17, 2026.
4. Approval of Minutes
 - a. Minutes of the February 17, 2026, meeting of the Library Advisory Board.
5. Public Comment
6. Director's Report
 - a. Margaret Neill, Library Division Director, mmneill@santafenm.gov.
7. President's Report
 - a. Mark Lupinetti, President of the Library Advisory Board, fmlupinetti@hotmail.com.
8. New Business
 - a. Discussion and Scheduling of Special Library Advisory Board (LAB) Sessions with Santa Fe City Leadership, including the Mayor.
 - b. Friends of the Library Report—William Karnoscak.
9. Old Business
 - a. Discussion and selection of LAB candidates for the vacant, open, City resident, LAB member positions.
 - b. Library Strategic Plan-Status Update.
 - c. Friends of the Library General Operating Agreement (GOA)—Status Update.
 - d. Review and Discussion of Library Collection Development Policy-Raquel Martinez.

10. Next Meeting:

- a. Tuesday, April 21, 2026, at the Main Library at 5:45 PM.

11. Adjourn

Persons with disabilities in need of additional accommodations, contact the City Clerk's office at 505-955-6521, five (5) working days prior to meeting date.



MINUTES

LIBRARY BOARD
February 17, 2026
5:45 PM
IN-PERSON
MEETING

-
1. **CALL TO ORDER**
Meeting called to Order at 5:50 PM

 2. **ROLL CALL**
Members Present:
Member Meghan McGarrity
Member Adele Olivera
Member William Karnoscak
Member Tamina Painter
Library Director Margaret Neill

Members Excused:
Member Mark Lupinetti
Member Aurora Hvidsten

Others Attending:
Barbara Felix, Woven Architecture
Therese Martinez, Project Manager, Clerk
Mary E. Schruben, Guest

 3. **APPROVAL OF AGENDA**
Member Tamina Painter made the motion to approve the Agenda.
Member Adele Olivera seconded the motion.
Unanimous approval.

 4. **APPROVAL OF MINUTES**
 - a. Minutes of the January 20, 2026, meeting of the Library Advisory Board.
Member Tamina Painter made the motion to approve the Minutes.
Member William Karnoscak seconded the motion.
Unanimous approval.

 5. **PUBLIC COMMENT**
Mary Schruben, guest, stated she had two comments. One, that the roll out of the new website is for her a disaster. The grey colored font on the website and the catalog pages are mostly invisible on the old monitors. If it could be changed to black that would be excellent. Her second concern: Is there a dedicated staff member or an email address to send these kinds of comments about the new system changes to so she doesn't have to bug the reader's advisors.
Margaret Neill commented that the general email that then gets forwarded to the right people is: library@santafenm.gov. Discussion on the email address, the elements that haven't been working, staff or others that are involved in maintenance of the website.



MINUTES

LIBRARY BOARD
February 17, 2026
5:45 PM
IN-PERSON
MEETING

Margaret Neill stated that multiple systems interact with each other, and the Library has a Systems Manager who coordinates the various vendors together. Discussion on frequency of emails and monitored staff responses (daily, on assigned shifts).

6. DIRECTOR'S REPORT

- a. Margaret Neill, Library Division Director, mmneill@santafenm.gov.
- b. Comparison Charts for Statistics

Margaret Neill stated that they are in the process of hiring people to fill vacancies at Southside and Main.

They got a nice shout-out from the Continuing Education Coordinator with the State of New Mexico Library. She went to one of their programs at Southside and loved it, and wrote about it in an email blast that is sent out to all the libraries in the state.

Southside was the first library in the state to host the piñata exhibit from MOIFA (Museum of International Folk Art). They will be making piñatas on Friday.

In terms of the budget, they have submitted another flat or maintenance budget for FY 27. At this point they are looking at possible reductions so they can meet essential needs. No cuts have been made but the cost of everything is going up. She is working with the Branch Managers to see where they can shift priorities. Discussion on what the Friends of the Library can or cannot help with.

Margaret Neill stated that the Legislature passed the next series of GO Bond for the Libraries today in the Roundhouse. They do this every even numbered year. They usually use this for technology improvements. It has very strict parameters. It can't be used for capital or staff. Discussion on the GO Bond (\$347,026.41). Discussion on the budget preliminary presentation with the mayor on February 20, 2026, and whether some of the monetary concerns can be brought up. Margaret Neill she was asking for restoration of the funds that was previously cut last fiscal year, and the positions lost before and during Covid. She stated they have 20,000 more patrons and less staff than in 2018, and they are doing more. There is an imbalance. Discussion on the upcoming budget presentation.

Meghan McGarrity brought up that the LAB had agreed to have special sessions with Santa Fe City leadership and maybe they should be scheduling them and invite the mayor. Further discussion on the budget presentation.

Margaret Neill stated that regarding Facilities, the burglar and fire alarms at Main are dead and need to be redone. Facilities ended up just cutting the power to the alarms.

LIBRARY BOARD MEETING

Tuesday, January 20, 2026

Page 2 of 6



MINUTES

LIBRARY BOARD
February 17, 2026
5:45 PM
IN-PERSON
MEETING

The front doors at La Farge are problematic, they are in the process of getting quotes to replace them using funding from one of the estates.

Going over to youth program highlights, the LENA Start program, the talking/communication program for parents and children has the English class full, and the Spanish class now has five (5) registrants. It is starting at the end of this month. They have not done this program before, so they'll see how it does. They are trying new programs like the Invite Connection, (at La Farge) where professional strategists help others to work with their communication/active listening skillsets. Another program, the senior theater program (55 and up) in partnership with Teatro Paraguas (Southside) is for acting, reading scripts, doing plays, and having a sense of community.

The statistics are comparing December to January and the Year-to-date numbers. The quarterly report will be in March. They have added 1,762 new item records last month, and they have had to suspend hotspots because they have been stolen or not returned (50 out of 83).

Discussion on the hotspots being replaceable along with replacing the accessories and the cases. Economic Development owes the Library 20 hotspots but have not yet supplied these.

7. PRESIDENT'S REPORT

- a. Mark Lupinetti, President of the Library Advisory Board, fmlupinetti@hotmail.com.
None.

8. NEW BUSINESS

- a. Woven Architecture-Discussion and feedback request of the Library Advisory Board as stakeholders for the Interior Assessment of the Main Library.

Barbara Felix of Woven Architecture stated that her firm has been in Santa Fe since 1998, almost 30 years, they do mostly commercial work, so they did the interior and exterior of the La Fonda, they work with the pueblos, they are doing all the Blake's Lotaburgers. What they care about are New Mexico stories, making sure that that culture continues through. Woven was hired to do the Exterior Assessment of the Main Library about three-and-a-half (3-1/2) years ago. They put out a report and got a budget estimate. They were then offered the opportunity to do the Interior Assessment using a grant. They are tasked with doing measured drawings, doing the assessment (what works, what doesn't work) and stating the findings. The third thing is the Programming which is essentially "where do you want this to go?"; what is the aspiration of what the Main Library could be? After



MINUTES

LIBRARY BOARD
February 17, 2026
5:45 PM
IN-PERSON
MEETING

this they are tasked with taking that information and putting together another report, making sure everyone is on the same page. At that point they will put together programming diagrams showing what can happen with the existing spaces.

They also want to provide something aspirational, like over the next ten years, what could this become? And what would it take to get there? Hopefully the Friends, the City, and the State, will step in at that point. Discussion on how this fits with the Strategic Plan for longer term things. Discussion on what will happen with Fogelson Library affecting this plan.

Barbara Felix stated they are hired all the way through doing Construction Documents. That means they are going to put all the pre-programming, design, concept stuff, into a set of drawings that are actually able to be constructed. This will be through in April of 2027. It's a pretty fast schedule. It may or may not tie into the Strategic Plan. It is getting harder to get capital funds from the State and from the City, grants are getting trickier based on what's happening at the Federal government. The goal is to get things "shovel-ready". The tricky part is you spend time getting things shovel ready, and getting the grants, then the drawings are out of date, and you need to spend money to update the drawings, to get them up to code, and to get to where you need to be. So, to be clear, when the drawings are done, the process is not done. They have started programming meetings with staff.

She is curious what the Library Advisory Board's role is and who goes to the City? What is the process? Tamina Painter asked, "On their scope of work what is not included? What are their limitations?" Barbara Felix responded that they have a budget for their fee, and their consultants are covered under that fee, and they are tasked with going through the project all the way to Construction Documents. At some point, they also have a general contractor on their team who will lay out pricing as they get through the different phases. As they get through pre-design and concepts, then schematic design, they usually get a price at that point. So, the scope is unknown. Do they take the whole Library? It will depend on what you all want. The scope is unknown, but they will help build the budget.

Meghan McGarrity responded that they are an advisory board that advises Margaret Neill. They've been focused on the upcoming Strategic Plan and Fogelson Library. She personally sees the Main Library becoming the community archive, the community memory center, where our stories get told. The Fogelson Library becomes the Central Library that unifies the community together around library resources. The Main Library is tough in terms of accessibility. We have to pay for parking, there's not a lot of parking, not really handicapped accessible, not that many locals go downtown. Discussion on accessibility, everything historic being preserved properly, history of the location, history of the building, Fogelson becoming the hub with all the new technology service points, and Main becoming the downtown satellite or historical research library. Discussion on 21st century library. Margaret Neill stated they have micro-film, books, along with the historical records, micro-film, micro-fiche at Fogelson. Meghan added that with programming they can still leverage tourist attention and tourist dollars which would get more of the financial support/donations. Discussion on financial resources, on Fogelson being the hub.



MINUTES

LIBRARY BOARD
February 17, 2026
5:45 PM
IN-PERSON
MEETING

Discussion on Main's collection changing as a satellite and more open for programming space. Discussion on tourism and the downtown location, the donor dedicated tiles, the historic designation of the North, South, and West facades being historically contributing. Discussion on the deteriorating areas of the Main Library. Margaret Neill stated they are working with Prospera Partners on the Strategic Plan and having to have public comment. She gave examples of previous experiences with attracting tourists. Barbara Felix suggested partnerships with the Historic Santa Fe Foundation (walking tours) and the Old Santa Fe Association (La Farge family). Further discussion on Main and Fogelson, branding, Friends of the Library getting their own set of questions. Margaret or Therese will give out Woven Architecture's contact information.

b. Friends of the Library Report-William Karnoscak

William Karnoscak reported that at the end of January they had 425 active members, 10 more than a year ago. The end of the year Annual Appeal netted \$88,000.00. To date, the bookstore sales (at Southside and Main) surpassed \$57,000.00; on target for the \$100,000.00 target amount for FY 2026, ending June 2026. Prospera Partners and Vicki Ponzzebon will be leading the Library with Community Engagement and building the Strategic Plan. The Friends have deferred creating their Strategic Plan, they are having their retreat in March, and he wants to resurrect this issue. Discussion on new projects (Early Literacy Kits, Healing Library (divorce, climate change, death, etc.-age appropriate) sustaining the LENA program-if it's worth sustaining, Joan Marshall suggestion-already funded). Discussion on formatting the ask (\$20,000.00) for the programs. CJ, Georgina and he are working on volunteer recruiting, orientation, training, retraining, and other opportunities for volunteers, marketing and outreach. Discussion on limited parking because of Tax Help having tax-help sessions and using the parking.

9. **OLD BUSINESS**

a. Discussion of LAB candidates for the vacant, open, City Resident, LAB position.

Margaret Neill stated she and Mark Lupinetti are in agreement on the top three candidates. Selection will depend on the qualities they are looking for. One has a ton of IT experience and is also a librarian. Another has worked a lot with non-profits, and community-based initiatives, is a parent who visits the libraries with their child and is interested in being part of that conversation. The last has an IT background, deployed broadband across the U.S. during Covid, and has a lot of experience with outreach and with community engagement. Margaret will send out the resumes for the Board members to look over. The final decision is the President's. Discussion on an extra seat for someone from the County and outreach to the four libraries in the County.

b. Library Strategic Plan-Status Update.

Margaret Neill stated the Friends are paying for Prospera Partners, Vicki Ponzzebon, to assist with the Library's Strategic Plan. They have a draft contract and just need the Friends to vote on it over email. A finalized contract is pending. They should be contracted before the next meeting. Vicki will be reaching out to the various groups for public comment for the Strategic Plan.

LIBRARY BOARD MEETING

Tuesday, January 20, 2026

Page 5 of 6



MINUTES

LIBRARY BOARD
February 17, 2026
5:45 PM
IN-PERSON
MEETING

William Karnoscak added that Vicki will also be leading the Friends' retreat and Margaret is attending that.

c. Friends of The Library MOU/GOA-Status Update.

Margaret Neill stated she met with Sarah Piltch and they both came to the conclusion that they will combine the documents. The MOU was for disposal. That is being taken out. They are going to come up with a Policy for Disposal (to be reviewed by the LAB). The MOU will be referring to the Policy. The Policy will allow the Friends the First Right of Refusal.

They will have the draft of the Collection Development Policy for review next month, which the Disposal Policy is part of, and is also a requirement for the Strategic Plan submittal to the State.

d. Library Budget Update.

Margaret Neill stated the entire City has a flat budget requirement for the next FY. The Mega-departments are gone, and the Mega-department head position of Community Health and Safety has been eliminated completely. They are back to being Community Services and will have a Community Services Director.

10. **NEXT MEETING:**

a. Tuesday, March 17, 2026, at the Southside Branch Library, at 5:45 PM.

11. **ADJOURN:**

Meghan McGarrity made a privileged Motion to adjourn the meeting.

Adele Oliveira seconded the Motion.

Unanimous approval.

The Meeting was adjourned at 7:05 PM.

Therese Martinez

Liaison

Chair