



**Agenda Regular Meeting of the Santa Fe
Public Library Board
June 16, 2026 at 5:45 PM
Fogelson Library
Midtown Santa Fe
1600 St. Michael's Drive
Santa Fe, NM 87507**

Procedures for Santa Fe Public Library Board Meeting

1. Call to Order
2. Roll Call
3. Approval of Agenda
 - a. Tuesday, June 16, 2026.
4. Approval of Minutes
 - a. Minutes of the May 19, 2026, meeting of the Library Advisory Board.
5. Public Comment
6. Director's Report
 - a. Margaret Neill, Library Division Director, mmneill@santafenm.gov.
 - b. Comparison Charts for Statistics.
7. President's Report
 - a. Mark Lupinetti, President of the Library Advisory Board, fmlupinetti@hotmail.com.
8. New Business
 - a. Tour of Fogelson Library Complex.
 - b. The Santa Fe Public Library Advisory Board and the Friends of the Public Library bridge building with City Leadership.
Guests: Mayor Michael Garcia, City Councilor Jaime Cassutt.
Topics to review are:
 1. Transition to the Fogelson Library as the central library.
 2. Concerns about staffing.
 3. Concerns about building maintenance and upkeep.
 - c. Discussion of Charter Bylaws—define the responsibilities of the Library Advisory Board.
 - d. Friends of the Library Report—William Karnoscak.

9. Old Business

- a. Update on the Camera Installs at the Southside Branch Library.
- b. Updates on the Fire Alarm Systems and Security Alarm Systems—Main and Southside Branch Libraries.
- c. Update on the Library Strategic Plan.
- d. Update on the Friends GOA (General Operating Agreement).

10. Next Meeting:

- a. Tuesday, July 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

May 19, 2026

5:45 PM

IN-PERSON

MEETING

-
1. **CALL TO ORDER**
Meeting called to Order at 5:49 PM
 2. **ROLL CALL**
Members Present:
Member Meghan McGarrity
Member William Karnoscak
Member Kate Goddard
Member Adele Oliveira
Library Director Margaret Neill
 3. **Members Excused:**
Member Tamina Painter
Member Nicholas Taylor
Member Mark Lupinetti
 4. **Others Attending:**
Lillian Letters, Friends of the Library Board Member
Joan Marshall, Friends of the Library Board Member
Therese Martinez, Project Administrator, Clerk
 5. **APPROVAL OF AGENDA**
William Karnoscak asked to strike Item 7, the President's Report, since Mark Lupinetti is not present. Meghan McGarrity moved to strike Item 8a., New Business, Bridge Building, since the mayor was unable to attend.
Member William Karnoscak made the motion to approve the Agenda as amended.
Member Adele Oliveira seconded the motion.
Unanimous approval.
 6. **APPROVAL OF MINUTES**
 1. Minutes of the April 21, 2026, meeting of the Library Advisory Board.
Member Adele Oliveira made the motion to approve the Minutes.
Member Kate Goddard seconded the motion.
Unanimous approval.
 7. **PUBLIC COMMENT**
None.
 8. **DIRECTOR'S REPORT**

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1. Margaret Neill, Library Division Director, mmneill@santafenm.org
2. Comparison Charts for Statistics

Margaret Neill stated that there are staffing changes. Discussion on the supervisor's required training.

The budget will be presented to the Governing Body on May 27th. There were no changes. The Budget hearing was last week.

They are in the process of getting the Security and Fire Alarm systems done at Main and Southside. After the new fiscal year, the front door at La Farge will have to be replaced. The back door will also have to be replaced. Discussion on door problems at Branches.

They have had a lot of really interesting programs. They did their first ASL (American Sign Language) Program for kids at La Farge. They have a new database for language learning (to replace Mango). It is called Transparent Languages Online. It includes indigenous languages and ASL.

They had El Día de Los Niños, El Día de Los Libros. They had 109 kids in attendance. They got free books thanks to Book Kids and the Friends of the Library. Discussion of the event.

They are down a little on in their numbers. Director Neill will have to review last year's numbers to see if there is a cause for the drop. Discussion of possible reasons. Attendance is a little down. Circulation is a little down. She suspects they hit the wall and can't go any further (reached a plateau). Discussion on (Friends) volunteers staffing the door at the Ana Pacheco programs. Discussion on staff numbers, KPI's (Key Performance Indicators), the increase in salaries and insurance, opening on Sunday's, and frozen positions.

There is a lot new software being implemented (by the City) and trainings that employees have to do. ITT has a new ticketing system. The Intranet is new, Facilities has Asana, there's also OpenGov, Pavillion, Munis, and KRONOS. Discussion on Hotspots suspension/bricking them, Economic Development involvement, theft, replacement of laptops (24 total in circulations) and hotspots (100 total in circulation), 10 (hotspots) being long overdue-90 days), tracking devices on units.

Margaret Neill stated there is a lot of technology items that are starting to fail. The Wall Screen in the La Farge Community Room does not work. In the new fiscal year, they will be replacing technology using the GO Bond.

They are moving to the busiest time of year for the Library with Summer Reading. It starts June 1st. The GCCC will host the end of Summer Reading party for families. They have lists of all the prizes. Discussion on Summer Reading Program dates, events, prizes, young adults and adult inclusion.

Discussion on the internal assessment of the Main Library with Woven Architecture.

Margaret Neill stated the first Community meetings (on the Strategic Plan Community Engagement sessions) went well. William Karnoscak attended



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both sessions and stated 17 people attended the Main session. Southside's session had fewer people. There is one session left. Discussion on the sessions.

9. PRESIDENT'S REPORT

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

10. NEW BUSINESS

- a. The Santa Fe Public Library (Advisory) Board and the Friends of the Public Library bridge building with City leadership.
Guest: Mayor Michael Garcia-**cancelled**.
The topics to review are:
 1. Transition to the Fogelson Library as the central library.
 2. Concerns about staffing.
 3. Concerns about building maintenance and upkeep.**Postponed.**
- b. Tour of the Tino Griego Pool.
William Karnoscak made the motion to amend the Agenda to move the tour to post adjournment.
Kate Goddard seconded the motion.
Unanimous approval.
- c. Overview Summary of the Library Tour with City Councilors of District One, Alma Castro and Pat Feghali-Meghan McGarrity.
Meghan McGarrity stated they gave them the pitch about Fogelson and the future, and the fire alarm system being outdated at Main. Both Councilors were very engaging, listened, and responded positively. It was useful feedback at the end where they commented on the duties (what are they charged with doing) of the Advisory Board. She feels the Board should come back to that conversation and perhaps make some Bylaws. The Councilors suggested they might be more effective if they had a well-defined charge or charter to empower their words. Discussion on getting attorney approval, on the charge of the Board, the pros of not having Bylaws, lobbying, looking at and approving policies, completing the Mission Statement, contributing to and participating in the Strategic Plan and its meetings, staying engaged in the Fogelson process and keeping that project going forward.
- d. Discussion on dates for the tour of Fogelson Library Complex.
Discussion on who has not been to Fogelson, on filming a TV show there, on boxing up the second floor, on having the next meeting at Fogelson and having the mayor (and Councilor Cassutt) attend, on the Midtown meetings the first week of the month (with Carly Venditti-Metropolitan Redevelopment Agency). Adele Oliveira made the motion to alter the meeting schedule to change the meeting location next month in June, from Southside Branch Library to the Fogelson Library and have the meeting with the mayor be at Fogelson also. If



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the space is unavailable, they will continue with the regular meeting schedule. Discussion on where to have the meeting at Fogelson, where Carly Venditti is located, on getting chairs and tables for the meeting, and the condition of the auditorium.

William Karnoscak seconded the motion.

Unanimous approval.

e. Friends of the Library Report-William Karnoscak.

William Karnoscak stated that the print out of the bullet points had been handed out. These covered the end of March to this month (May). The same group that is working with Margaret Neill (Prospera Partners) facilitated the Friends of the Library retreat. They had about 13 people attend. At the end of March, they got an overview of the outcomes, and recommendations from Prospera. So, the Executive Committee and the (Friends) Board have reviewed those and have been working at doing things like revising or creating roles, recommendations, and division of labor between the Board and the administrative staff for the Friends (Georgina McKee and Krista Rockne). They've also worked on communication paths so that things don't fall through the cracks between the Board as a whole, the Executive Committee, and the Admin. staff, trying to just be more formal about who things should go to, who needs to know, those kinds of things. Also, using headers in the subject lines of emails, like if it's really time sensitive, or this is an FYI, or information, or urgent, and encouraging people to routinely check their Friends email just to keep the communication flow going. This was fairly well received. He said he didn't actually see the evaluations, so he doesn't know if they were given feedback. They were asked to evaluate the retreat. Discussion on feedback for the retreat.

The treasurer is on the tail end of developing the fiscal year '27 annual budget. They distributed advertisements to fill some vacancies on the Board. The deadline is the fifth of June. The people (4 or 5) that have responded look promising. Some have said they want to be active, but they don't want to be on the Board. They are filling two positions. Lillian Letters added there are four (4) Executive Team spots also.

They are also planning for the Friends of the Library's Annual Meeting in the Southwest Room at Main on the 14th of June. On the slate will be Lillian (Letters) for President and himself for Vice President. The Members of the Friends will vote to approve/affirm that slate. Joan (Marshall) shall be stepping down (as President) at the end of June but will remain on the Board. Discussion on the transition.

The Friends are also coordinating preparations with the owner of the Design Warehouse and Hafeez Lakhani who is doing the library reading of Abundance is going to do a reading on a Saturday morning, June 20th at 10:00 AM. The Friends are helping staff, greeting, and selling books. Discussion on the flyer that all proceeds go to the Library.



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Joan Marshall added that there are two other events coming up. August second (2nd) is David Farmer. He's written a book on Jack Rittenhouse and the Stagecoach Press in New Mexico. He did all his research at the Chavez Library. It will be in the Auditorium at the History Museum at 10:00 AM. This is a joint program presentation.

On September 19th, Carla (Chung Mattix) has written a book on National Parks and major legal cases (National Parks and the Supreme Court: Groundbreaking Legal Battles) is scheduled to do a talk at the Main Library in the Community Room. They're going to reach out to trial lawyers in New Mexico. Discussion on details of the arrangements for the talk.

11. OLD BUSINESS

a. Update on the Camera Installs at the Southside Branch and Main Libraries.

Margaret Neill stated the install is moving at Southside. They were able to find funding through the State Library to buy the cameras. They have enough money from the City (\$25,000) to do the wiring. The project is moving forward and is expected to be completed by mid-June. The Bond money must be expended by the end of the fiscal year or they will lose it and not get the Bond for next year.

b. Updates on the Fire Alarm Systems and Security Alarm Systems-Main and Southside Branch Libraries.

Margaret Neill stated they had a tour at Main (she was not present). Therese Martinez stated they had a security review with A-Com Technologies of Main, then the review of the fire alarm system by American Fire Protection Group (AFPG). They will have to ask for new quotes because AFPG did a like-for-like estimate and the system is so old and antiquated, they need to actually redo the whole system. The new quotes will come through Facilities. At Southside they already have a Security System, but they have areas that are not functioning well/zones having issues, so they are asking A-Com to submit a quote for an assessment of the system. AFPG has to see how they can upgrade the current Fire Alarm System. They are waiting on quotes for that also. Discussion on the Southside Branch Library turning 20 and its original systems and the funding needed for Main's Fire Alarm System.

c. Update on the Door Replacement at the La Farge Branch Library.

Margaret Neill stated that this will have to wait till next fiscal year, but that's July and that's not that far off. At the beginning of the new fiscal year, she will need to move some funding (\$10,000.00 estimate). The back doors are now also failing.

d. Update on the next steps on the Library Strategic Plan.

Margaret Neill stated they had already spoken on this previously (Director's Report). There is one more public meeting left. Discussion on the feedback they are receiving.

e. Update on the Friends GOA (General operating Agreement).

Discussion on where the Agreement is at the present. Margaret Neill said she met with a City attorney, Sarah Pilch, today. After Joan Marshall and Patricia met with the mayor, he asked the City Attorney's office why it was taking so long.

They are fast tracking it. They are sending a draft by the end of the week. Discussion on the process so far, the multiple versions, and the reviews left, and questions from the attorney.

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12. NEXT MEETING:

- a. Tuesday, June 16, 2026, at the Fogelson Library, if unavailable, at the Southside Branch Library at 5:45 PM.

13. ADJOURN:

Member Meghan McGarrity adjourned the meeting.
Meeting was adjourned at 6:50 PM.
Tour began at the Tino Griego Pool.

Therese Martinez

Liaison

Chair