

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE CARLSBAD PUBLIC LIBRARY MEETING HELD IN THE CARLSBAD PUBLIC LIBRARY ON MARCH 11, 2026, AT 4:30 P.M.**

Present:	Therese Rodriguez	Chairman
	Cassie Ruiz	Vice Chairman
	Veronica Barnhart	Board Member
	Mike Campos	Board Member
	Connie Tate	Board Member
	Bernita Smith-Payne	Board Member
Absent:	Deborah Beard	Board Member
	Jennifer Oney	Board Member
	Mark Howard	Board Member
Also Present:	Sarah Jones	Library Director
	Jalynn Dominguez	Open Meetings Act Manager
	Stephan Brown	Compliance Clerk

**1. ROLL CALL AND DETERMINATION OF QUORUM**

Roll was called, confirming a presence of a quorum.

**2. NOMINATION AND VOTE OF CHAIRMAN AND VICE-CHAIRMAN**

Cassie Ruiz nominated Therese Rodriguez for Chairman and Bernita Smith- Payne seconded the motion. Therese Rodriguez nominated Cassie Ruiz for Vice Chairman, and Bernita Smith-Payne seconded the motion.

The vote was as follows: Yes – Rodriguez, Ruiz, Barnhart, Campos, Tate, Smith-Payne; No - None; Absent – Beard, Oney, Howard

**3. APPROVAL OF MEETING MINUTES - JANUARY 14, 2026**

The motion was made by Cassie Ruiz and seconded by Bernita Smith-Payne to approve of meeting minutes from January 14, 2026.

The vote was as follows: Yes – Rodriguez, Ruiz, Barnhart, Campos, Tate, Smith-Payne; No - None; Absent – Beard, Oney, Howard

**4. TRANSITIONAL OVERVIEW - JALYNN DOMINGUEZ, OPEN MEETINGS ACT MANAGER**

**Jalynn Dominguez** stated that the new Chapter 2 Ordinance is to help resolve any differences between the boards, committees, and commissions. She stated that some changes have been made, such as time, frequency, location, attendance, and the maximum number of voting members. **Ms. Dominguez** emphasized that attendance

will be strictly enforced moving forward. She also stated that the board will be limited to a maximum of 5 voting members; however, no current members will be removed and will complete their terms.

## **5. CONSIDER APPROVAL OF LIBRARY STRATEGIC PLAN**

**Sarah Jones** explained that this is an annual request required by the state for the Board to approve the Library Strategic Plan. She noted that there have been no changes since the January meeting.

The motion was made by Cassie Ruiz and seconded by Veronica Barnhart to approve of the Library Strategic Plan.

The vote was as follows: Yes - Rodriguez, Ruiz, Barnhart, Campos, Tate, Smith-Payne; No - None; Absent - Beard, Oney, Howard

## **6. DISCUSSION OF LIBRARY OPERATIONS**

### **A. Library Update**

**Sarah Jones** provided the Board with an update on the community garden, sharing that the library will offer classes on planting flowers and herbs for community members to enjoy.

### **B. Library Monthly Reports from January 2026 and February 2026**

**Ms. Jones** reported that the door counter has been successful, noting that 39,357 people visited the library in February, with 8,992 items checked out. She also shared that the library partnered with United Way to create Valentine's Day cards for senior citizens. She reviewed the programming updates, highlighting that the library hosted 14 programs for ages 0-5, reaching 172 participants; 8 programs for ages 6-11, reaching 183 participants; 25 programs for ages 12-18, reaching 249 participants; and 1 adult program, which reached 13 participants.

### **C. National Library Legislation Day**

**Ms. Jones** reported that on February 25<sup>th</sup>, she attended National Library Legislative Day in Washington, D.C., with the American Library Association, where she was the only librarian representing New Mexico. She added that discussions focused on library funding and how those funds are utilized in New Mexico.

### **D. FY 2027 Fiscal Requests**

**Ms. Jones** reported that they are currently submitting their request for Fiscal Year 2027. She noted that the request includes \$100,000 for a new fire alarm system and funding for an additional personnel position, but approvals will not be known until later in the year.

**Mr. Campos** asked when they would know if the fire alarm request was approved. **Ms. Jones** responded that they expect to find out in June or July, when the final budget is approved.

**7. DISCUSSION OF AGENDA ITEMS FOR THE MAY 13, 2026 MEETING**

No additional items were proposed for the next meeting agenda.

**8. PUBLIC COMMENTS AND ANNOUNCEMENTS. ALL COMMENTS MUST BE RESPECTFUL AND COURTEOUS (THREE-MINUTE TIME LIMIT PER PERSON)**

**Ms. Rodriguez** asked when the summer kickoff would take place. **Ms. Jones** responded that it is scheduled for Friday, May 29, in the evening.

**Mr. Campos** inquired whether the library has a goal for library card registrations. **Ms. Jones** confirmed that the goal is to increase the number of library cards from 8,936 to 11,283, with an annual increase of 1,000 as part of the plan. **Mr. Campos** also asked if library cards expire. **Ms. Jones** stated that they are renewed annually.

**Ms. Jones** announced that local author Donna Blake Birchell will be at the Public Library on Friday, March 20, 2026, from 4:00 p.m. to 6:00 p.m.

**Adjourn**

With no further business, President Therese Rodriguez adjourned the meeting at 5:01 PM.

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Therese Rodriguez, President

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Date