Agenda **Regular Meeting of the Santa Fe Public Library Board**
August 18, 2026 at 5:45 PM
La Farge Library
1730 Llano Street
Santa Fe, NM 87505

Procedures for Santa Fe Public Library Board Meeting

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of Minutes
    a. Approval of July 21, 2026 Minutes
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. Fogelson Library Updates
    b. Sunday Hours Update
    c. Friends of the Library Report-William Karnoscak
9. Old Business
    a. Policy Review: Meeting Room Use
    b. FY26 Statistics and Comparisons: Follow-up information
    c. Facility and Project Updates
    d. Update on Charter Bylaws

10. Next Meeting:
    a. September 15, 2026 at Southside 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.

Regular Meeting of the Santa Fe Public Library Board
July 21, 2026 at 5:45 PM
Main Library
145 Washington Avenue
Santa Fe, NM 87501
MINUTES

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1. Call to Order

The Regular Meeting of the Library Advisory Board was called to order by Flavian Mark Lupinetti at 5:48 PM, on Tuesday, July 21, 2026, in the Friends of the Library office, Main Library, 145 Washington Ave., Santa Fe, New Mexico.

2. Roll Call

MEMBERS PRESENT
William Karnoscak
Flavian Mark Lupinetti
Meghan McGarrity
Adele Oliveria
Tamina Painter
Kate Goddard
Nicholas Taylor

MEMBERS EXCUSED
None

OTHER PARTICIPANTS ATTENDING
Lillian Letters, President, Friends of Santa Fe Public Library
Georgina McKee, Executive Director, Friends of Santa Fe Public Library
Margaret M. Neill, Library Division Director and Clerk

3. Approval of Agenda

   a. **MOTION** A motion was made by Meghan McGarrity, seconded by William Karnoscak, to Approve.

      VOTE The motion Passed on a voice vote.Tuesday, July 21, 2026

   a. July 21, 2026

4. Approval of Minutes

   a. Minutes of the June 16, 2026, meeting of the Library Advisory Board.

   a. Minutes of the June 16, 2026 Library Advisory Board Meeting

MOTION A motion was made by Meghan McGarrity, seconded by Kate Goddard, to Approve.

VOTE The motion Passed on a voice vote.

5. Public Comment

None.

6. Director's Report

   a. Margaret Neill, Library Division Director, mmneill@santafenm.gov

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Director Neill reported that new staff members have been onboarded or are in the process of being hired for Main Library and that, with these hires, the library will be fully staffed, no vacancies. Discussion of staffing.

Director Neill reported that library staff are working on closing out fiscal year 2026 and are also working on preparing for fiscal 2027. Discussion of end of year close-out and processes.

Director Neill updated the board on the security camera project at Southside and other facilites issues, including landscaping and updates to fire systems. Discussion of facilities and deferred maintenance.

Updates were provided on summer reading programs, discussion of programs offered and some community partners who participated in the program. Discussion on electrical and technology issues caused by losing power and aging equipment. Member McGarrity asked about landscaping at La Farge and the status of that contract. Discussion on the process and a timeline.

Director Neill gave an update on opening Southside on Sundays. Discussion on a tentative date, the process of moving funds, salaries, and hiring staff. Members Karnoscak and McGarrity requested more information on the number of staff, potential changes to operating hours at other locations and overall impact of adding Sundays to the calendar. Discussion of logistics tied to the project. Guest Lillian Letters confirmed that the Friends of the Library want to open their bookstore at Southside on Sundays and will have volunteers working. Guest Georgina McKee offered help from the Friends of the Library on highlighting Sunday hours and sponsoring any kind of special opening day event.

7. President's Report

   a. Mark Lupinetti, President of the Library Advisory Board, fmlupinetti@hotmail.com

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No report.

8. New Business

a. Presentation of Library Strategic Plan and Public Comment Report
b. FY26 Statistics Analysis
c. Policy Review: Meeting Room Use
d. Friends of the Library Report-William Karnoscak

a. Presentation of 2025-2031 Library Strategic Plan and Public Comment Report

Director Neill provided copies of the 2025-2031 library strategic plan which was required by the New Mexico State Library. The plan included a separate public comment report that summed up community feedback during the process. Discussion of report highlights.

b. FY26 Statistics and Comparisons

Director Neill provided copies of a report highlighting statistical changes from 2018-2026. Discussion of dropping numbers in some areas and increases in others. Discussion of different areas and why numbers fluctuated, such as circulation, programming and in-person visits. Member Karnoscak requested more information on the KPIs and their impact on the data. Discussion of KPIs, the library's numbers and areas of concern/areas to watch. Director Neill pointed out that contractions in numbers and drops in other areas were expected as the library hits maximum capacity in terms of staffing, programming and purchasing of materials and begins to pull back in some areas to meet demand in others. Director Neill also noted that increases in programming were part of an effort to better serve teens and tweens (13-18 and 9-12 respectively).

c. Policy Review: Meeting Room Use

First presentation of 2017 Meeting Room Policy for revision. Director Neill explained that the policy should be updated to clarify how space is used by community organizations as well as other City departments and divisions, and to also update the process for requesting space and using the online reservation system. Discussion of current policy and areas that should be updated or changed; discussion of current pain points and issues with reservations. Director Neill requested all board members to read the policy and prepare suggestions for updating it at the next board meeting.

d. Friends of the Library Report-William Karnoscak

Member Karnoscak presented updates from the Friends of the Library. Discussion of new board member recruitment, size of board. Guest Georgina McKee provided some information on current issues, including the certificate of deposit being held by the City and summer reading program expenses. Member Karnoscak noted that the bookstores have been doing very well and have raised almost $100,000.00 for the library this year and reminded the board of the next Story Lab event in support of the library.

9. Old Business

a. Discussion of meeting with Mayor Michael Garcia and Councilor Jamie Cassutt-next steps
b. Discussion of Charter Bylaws
c. Facility and Project Updates

a. Discussion of Meeting on June 16-next steps

Director Neill and Member McGarrity spoke about the June 16th meeting with the Mayor Michael Garcia, Cav Venditti and Councilor Jamie Cassutt. Discussion of Fogelson timeline, Mayor's comments regarding his desire to see Fogelson open to the public in three years and the importance of the library being in Midtown. Discussion of community needs, such as meeting room and public spaces. Member Olivera commented that her takeaway from the meeting was that there is a lot more transparency around the project now and that was a good sign. Guest McKee asked Director Neill if she felt more included and heard during this process. Director Neill stated that she did, she felt much better about this project and her role in it and the support she's been given by City Administration. Discussion about costs and potential funding opportunities.

b. Discussion of Charter Bylaws

Director Neill provided the board with the City code specific to the library advisory board. Discussion of the board's responsibilities, the creation of bylaws to better define the board and how it works. Member McGarrity remarked that the charter was vague and clarification would help direct board resources where they are needed. She also remarked on the confusion caused last year by Community Health and Safety and Community Services directors, Henri Hammond-Paul and Maria Sanchez-Tucker when they informed the board it was not allowed to make policy or advocate for the library. While the charter is broad, Member McGarrity and others pointed out that it did specifically say that the board should be advising on policy, in direct opposition to what was communicated by former directors Hammond-Paul and Sanchez-Tucker. Member McGarrity also remarked that having clearly defined roles would help the board advocate for Fogelson as well as the library system as a whole. Member Painter agreed that having that information would be helpful. Member McGarrity asked Director Neill to discuss what the City's process is for adding or amending bylaws for advisory boards.

c. Update on Library Facilities Projects

Director Neill updated the board on ongoing facility projects. Discussion of ADA and parking lot repair at Southside and La Farge, updates on the installation of cameras at Southside, discussion of multiple project administrators who have left Facilities, delaying the projects beyond their original timelines. Guest McKee noted that the Friends of the Library would be happy to contribute funds for landscaping. Discussion of difficulties with maintenance, trash not being picked up, confusion about who to contact and which departments serve the library. Member Karnoscak asked if there had been any updates on Main's strategic plan. Director Neill said that the architects are still working on the final report.

10. Next Meeting:

    a. Tuesday, August 18, 2026, at La Farge Library at 5:45 PM.

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11. Adjourn

MOTION A motion was made by Flavian Mark Lupinetti, seconded by Meghan McGarrity, to Adjourn.

VOTE The motion Passed on a voice vote.

Meeting adjourned at 7:13 PM.

____________________________________Chair

____________________________________Liaison