



Roswell Public Library Board
Thursday, February 26, 2026 — 4:00 p.m.
Roswell Public Library – Bondurant Room
301 North Pennsylvania Avenue

Board President: Sally Yntema

*Board Members: Jennifer Cole, Janice Dunnahoo,
Marcos Nava, Sandra Shank*

Roswell Public Library Liaison: Enid Costly, Library Director

A. Call to Order by Presiding Officer

B. Roll Call & Determination of Quorum

C. Approval of the Agenda

D. Approval of the Minutes

1. Approval of the minutes from the January 22, 2026 Regular Roswell Public Library Board of Trustee meeting.

E. Non-Action Items (information items)

2. Finances
 - a. 2022 General Obligation Bond Funds
 - b. New Mexico State Grants in Aid
 - c. Carnegie Foundation of New York
 - d. Library Park
 - e. Library Budget
 - f. Library Budget for FY 2027

F. Action Items

3. America 250/Roswell 250
4. Capital Projects
5. 2024 General Obligations Bond Funds

G. Library Staff Reports

6. Library Director's Report

G. Public Participation on Agenda Items

H. Adjourn

Notice of this meeting has been given to the public in compliance with Sections 10-15-1 through 10-15-4 NMSA 1978 and Resolution 25-28.

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Printed and posted: February 20, 2026

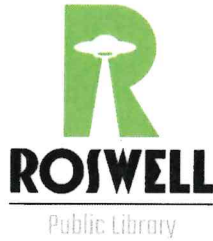
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Roswell Public Library Board of Trustees

Held at the Roswell Public Library
Bondurant Room
January 22, 2026

DRAFT

Notice of this meeting has been given to the public in compliance with Sections 10-15-1 through 10-15-4 NMSA 1978 and Resolution 25-28.

Call to Order by Presiding Officer

This meeting convened at 4:04 p.m. with Sally Yntema presiding.

Roll Call & Determination of Quorum

Sally Yntema, presiding and Members Marcos Nava and Sandra Shank present. Member Brittany Belding joining by phone. Members Janice Dunnahoo and Jennifer Cole being absent.

Library Staff Present: Enid Costley, Library Director.

Guests Present: no guests were present

Approval of Agenda

Member Marcos Nava motioned for the approval of the agenda for the January 22, 2026 Regular Board Meeting of the Roswell Public Library. Member Sandra Shank seconded. A voice vote was unanimous and the motion passed 4-0 with Member Brittany Belding joining by phone and with Members Janice Dunnahoo and Jennifer Cole being absent.

Approval of Minutes

Member Sandra Shank motioned for the approval of the minutes of the October 23, 2025 meeting of the Roswell Public Library Board of Trustees. Member Brittany Belding seconded. A voice vote was unanimous and the motion passed 4-0 with Member Brittany Belding joining by phone and with Members Janice Dunnahoo and Jennifer Cole being absent.

FOR THE RECORD: Member Janice Dunnahoo joined the meeting at 4:13 p.m.

Non-Action Items (Information items)

2. Finances

- a. 2022 General Obligation Bond Funds – funds for the 2022 General Obligation Bond Funds were spent on the following:
 - i. Air Filters
 - ii. Archival Materials
 - iii. AWE computer for the children's area
 - iv. Book bins for the board books
 - v. Chairs for the public
 - vi. Computers for staff and public

- vii. Display shelving for books and graphic novels
 - viii. Map case
 - ix. Scanning for High School Yearbooks and Roswell City Directories
 - x. Self-checkout station
 - xi. Shelving
 - xii. Tables for public
 - xiii. Tumblebooks – online picture books three-year contract for school and home use.
 - xiv. Libby eBooks and audio books
 - xv. iPad, cases and Apple TV – lost in flood
 - b. New Mexico State Grants in Aid - Roswell Public Library is expected to received \$10,000 in funds through the New Mexico State Grants in Aid. We plan to use the funds to purchase the following
 - i. 6 iPads, cases and screen protectors for staff to use to promote library services and in programs
 - ii. STEAM Program cart and materials
 - iii. Interlibrary loan supplies
 - iv. Storywalk materials
 - v. Libby eBooks and audio books – all items will be available to libraries in the New Mexico Library To Go consortium.
 - c. Carnegie Foundation of New York – Roswell Public Library is expecting to receive \$10,000 from the Carnegie Foundation. The intent is that libraries are to use this to celebrate the 250th Anniversary of the signing of the Declaration of Independence. Ideas for spending funds include Storywalk that focus on the early United States history, STEAM activities that include experiments done by the signers (for example Ben Franklin, Thomas Jefferson, and George Washington). Programs that celebrate reading (for example Day of the Child/Day of the Book). Programs that celebrate freedom (for example Juneteenth) and programs that celebrate our past (for example Lest We Forget, Blackdom and Dia de los Muertos). Requested Janice Dunnahoo to write a newspaper article about the Carnegie Library in Roswell. Information was provided.
3. Children's Garden
- An invitation for bid went out Thursday, January 15 and a pre-bid meeting was held at the Roswell Public Library on January 20, 2026. Bids are expected to be opened on February 10, 2026STEM/STEAM
4. New Mexico WPA Photos – legal department has reviewed a letter of understanding between the Roswell Public Library and New Mexico Chapter of the Living New Deal. The Roswell Public Library will house the photo collection for the New Mexico Chapter of the Living New Deal and be allowed to display items.

Action Items

5. **American 250/Roswell 250** – America 250 Roswell is dedicated to honoring our nation's 250 years of independence by celebrating Roswell's history, people, and patriotic spirit through inclusive events, educational opportunities, and community-driven initiatives that unite residents and visitors alike. The Roswell Public Library has been asked to participate in the event(s). We will be working with Councilor Halvorson to submit an Institution for Museums and Library Services (IMLS) Grant for this project.

MOTION

Member Janice Dunnahoo motioned to support Roswell Public Library participation in American 250/Roswell, motion seconded by Member Marcos Nava. A voice vote was unanimous and the motion passed 5-0 with Member Brittany Belding joining by phone and Member Jennifer Cole being absent.

6. **Library Park** – City Manager, Hess Yntema, shared information on the process for selling the Library Park and the price (based on appraised value) would dictate how the property would be sold.

MOTION

Member Marco Nova motioned to continue the process to sell the property located at 425 North Richardson Avenue, Roswell, NM 88201. Member Sandra Shank seconded. A voice vote was unanimous and the motion passed 5-0 with Member Brittany Belding joining by phone and Member Jennifer Cole being absent.

7. **Library Hours** – Director Enid Costley informed members that we are not fully staffed and she feels it will take some time before we will be fully staffed. In order to consolidate staff resources Costley suggested closing on Sunday during the summer months.

MOTION

Member Marcos Nava motioned that the Roswell Public Library be closed on Sunday May 31, 2026 to August 2, 2026. Member Brittany Belding seconded. A voice vote was unanimous and the motion passed 5-0 with Member Brittany Belding joining by phone and Member Jennifer Cole being absent.

Library Staff Reports

8. **Library Director's Report** - The library director's report was presented. There was a review of members' terms. Noted that Jennifer Cole second term would be completed on March 31, 2026. Brittany Belding has tendered her resignation, effective at the end of this meeting, from the

Library Board of Trustees due care of a family member. She was thanked for her service.

9. Library Strategic Plan – d Member Janice Dunnahoo motioned to accept the Roswell Public Library Strategic Plan 2026-2031. Member Sandra Shank seconded. A voice vote was unanimous and the motion passed 5-0 with Member Brittany Belding joining by phone and Member Jennifer Cole being absent.

Public Participation on Agenda Items

No public participation on agenda items

Adjourn

The meeting adjourned at 5:34 p.m.

Roswell Public Library

January 18, 2026 – February 18, 2026

Accomplishments

Building Improvements Plans

Children's Garden: We will be presenting at the Finance Committee on March 5, 2026 to award the bid and approve expenditures for the construction of the Children's Garden/Jarin de Niños. We will also present at the Infrastructure Committee meeting in March. The final approval to award the bid will be done by the Roswell City Council

Sprinkler System Repairs and Inspection: While determining where a water leak came from the City of Roswell Facilities staff noticed two corroded pipes in the northeast corner of the main collection. We contacted, Allegiant Fire, the vendor who worked on our sprinkler system last year. They provided a quote and within two weeks and the repairs and the sprinkler system inspection has been completed for the year.

Skylights: With the assistance of the Finance Department, we pulled funds from several accounts in order to create a purchase order for repairs to 6 cracked skylights.

Roof Leaks: After the January snowstorm a patron alerted us of a leak in the Spanish Collection on the stone area. City of Roswell Facilities staff took pictures and broke up ice on the roof that helped the water drain off the roof. Then RoofCare worked on the roof after the ice melted.

Tables: We purchase and put together 14 tables for the Young Adult area and the Spanish Collection area. The tables are designed to flip up and are on wheels. This will allow the public to move them if they want a group meeting and it will allow library staff to rearrange them for large event programs. 2022 General Obligation Funds were used for this project.

Service Improvements

Computers: IT Staff exceeded expectations and moved staff computers onto a new server configuration in just 8 days, rather than the expected two weeks. IT staff, replaced the public computers and moved them off of the Wi-Fi onto a separate server to increase the computer security for the City of Roswell. In doing so they moved our printing service to a cloud-based service and configured the printing so we may again offer both black and white and color printing to the public. We reduced the number of computers available for the public, but we now have one computer per table, which the public likes, and they are all facing the reference desk so we may more easily monitor usage. The Library remained open while work was done on the computers. We only had to check out books on the offline mode when the internet was down citywide.

City Directories: Advantage Archive has completed the scanning, indexing and place on a third-party website the Roswell City Directories for 1947, and 1971-1996. We plan to complete the scanning of the Polk Directories in the fiscal year 2027.

Yearbooks: Advantage Archive has completed the scanning of the Roswell High School Yearbooks through 2000. We should complete the scanning of the Roswell High School next fiscal year and begin working on Goddard High School yearbooks.

Map Case and Archival Materials: We are expecting a map case to be delivered before the end of the month. The case will be used to hold the posters for the National Championship Air Races, Print Newspapers relating to Roswell History, and other items. The map case was purchased with 2022 General Obligation Funds along with mylar sleeves and acid free folder to follow best practice for preservation of print materials.

Boardbook Book Bin: Board books are books for babies with study pages and designed to fit into small hands. The books are shelved with covers facing shelves. We now have 4 boardbook book bins in the children's area. Each paid with grant funds.

End of Row Book Display Shelves: We purchased additional display shelves that are placed at the end of the rows. Staff have created a movie display, valentine's display, black history display, children's series book display, new juvenile fiction display and we are working on a staff pick display.

Programs

Hello Kitty Tea Party: We set a new record for people (441) attending our tea party and Saturday events. Nikki Ruiz coordinated this event with the help of Christi, Christopher, Diana, Jessica, Megan, Priscila, Priscilla, Quiannalei, Rebecca, Samantha, and three volunteers. Anna, Jane, and Lacey working behind the scenes. The Friends of the Library sponsored the event. The event included treats and ice tea, finger nail painting, face painting and temporary tattoos, book giveaway, Hello Kitty and Friends headbands, photo shoot area, scavenger hunt and Hello Kitty Bingo.

Spice Club: The spice of the month for February – poppy seeds.

Grants and Donations

State Grants in Aid: The Roswell Public Library has received \$10,000 in New Mexico Grant in Aid to Public Libraries. Funds must be spent by June 1, 2026. We received a quote for 7 iPads with cases and screen protectors, one keyboard and apple pencil and two Apple TV. The Apple TV will allow us to project the iPad images on a big screen TV. The cost for these items is \$9,979.00. The iPads will allow staff to share apps in programs as well as show the public how to access several of our databases including Tumblebooks, Comic's Plus, Libby and Zoobean.

STEM Innovation Network: The STEM Innovation Network has purchased \$17,093.68 worth of consumable materials and items for the Makerspace to improve access to out-of-school time STEM enrichment. We are using a majority of the funds to create STEM items that may be loaned by other organizations to present STEM activities.

Carnegie Corporation of New York: We received a \$10,000 check from the Carnegie Corporation of New York with the following letter.



January 16, 2026

Roswell Public Library
301 N. Pennsylvania Avenue
Roswell, NM 88201

Dear Roswell Public Library,

It gives me great pleasure to enclose this check from Carnegie Corporation of New York in celebration of the 250th anniversary of the Declaration of Independence. Andrew Carnegie wrote that libraries are “cradles of democracy” and it has been truly inspiring to hear accounts from across America of how the 1350-plus surviving Carnegie Libraries are serving their communities today.

This gift is freely given without conditions or expectations, you can spend it however you choose for the benefit of your library and community in commemoration of the 250th anniversary.

The response we have had to our renewed focus on libraries has been overwhelming and overwhelmingly positive. At a time of unprecedented strain to our social cohesion, libraries are among the few public institutions which play a genuinely unifying role. Thank you for all the good work you are doing.

With best regards,

A handwritten signature in blue ink that reads "Louise Richardson".

Dame Louise Richardson
President, Carnegie Corporation of New York