



	 <p>GENERAL SERVICES COMMITTEE - AGENDA Wednesday, April 27, 2022 at 4:30 City Hall - Large Conference Room 425 N. Richardson Roswell, NM 88201</p> <p>Committee Chair: Juan P. Oropesa Committee Vice Chair: Angela Moore Committee Members: Juliana Halvorson, Savino Sanchez Jr. Staff Liaison: Juanita Jennings</p>	
	<p>CALL TO ORDER</p> <p>ROLL CALL</p> <p>APPROVAL OF AGENDA</p> <p>APPROVAL OF MINUTES</p> <p>1. Consider approval of the March 23, 2022 meeting minutes. Page 1-2</p> <p>ACTION ITEM(S)</p> <p>2. Re-consideration and approval of Roswell Volunteer Value Program implementation Page 3-9</p> <p>3. Consider approval of the adoption of the Collection Development Policy LB003 for Roswell Public Library Page 10-14</p> <p>NON-ACTION ITEM(S)</p> <p>4. Changes to the fees and fines for Roswell Public Library materials presentation Page 15-17</p> <p>CHAIR COMMENTS, REPORTS, ANNOUNCEMENTS</p> <p>5. Spring River Zoo Report. Page 18-26 6. Roswell Museum and Arts Center Report. Page 27-28 7. Recreation Department Report. Page 29-30 8. Roswell Public Library Report. Page 31-32 9. Cemetery Department Report. Page 33 10. Golf Course Report. Page 34-35 11. Parks Department Report. Page 36 12. Roswell Transit Report. Page 37</p> <p>PUBLIC PARTICIPATION</p> <p>ADJOURN</p> <p style="text-align: center;"><i>(Next Meeting: May 25, 2022 at 4:30 p.m.)</i></p> <p><small>NOTICE OF POTENTIAL QUORUM – A quorum of the City Council may or may not attend, but there will not be debate by the City Council. The Council, acting as attendees to an informational presentation, will not be discussing public business and no action will be taken.</small></p>	



Volunteer Value Program

Item No. 1
(Lay/Oropesa)



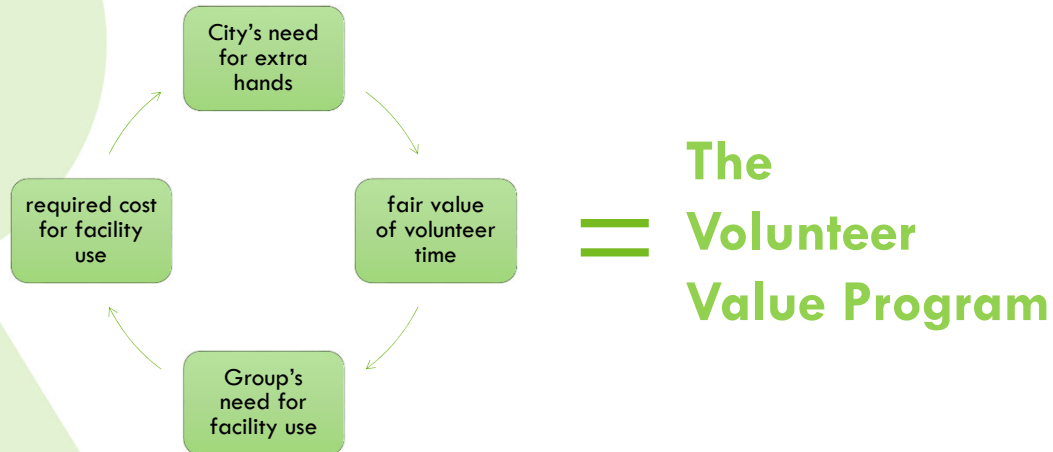
The Volunteer Value Program

Background

- Fact #1: The City must set a cost for City facility use.**
(New Mexico anti-donation clause)
- Fact #2: The City is short staffed, and there are also events that need extra hands.**
(60 open positions on average)
- Fact #3: Volunteers fill a need & their time has value.**
(Independent Wage Sector value of volunteer time \$28.54)
- Fact #4: Local groups often need to use City facilities but have limited budgets.**
(But they do have members who are willing to volunteer.)



It was by connecting these facts that a simple solution emerged.



How it works

Volunteers provide extra hands where needed for the City and the value of volunteer time is applied as credit toward the cost of City facility use.

The program consists of simple forms that the group completes and returns.

- The group applies to participate & a Volunteer Value account is arranged by the City Volunteer Coordinator.
- Each participating group member completes a City of Roswell volunteer application & is cleared for service.
- The group is assigned volunteer work that fills a need for the City.
(example: wait staff at a dinner event at the Civic Center, assist groundskeeper with project at the zoo...)
- Volunteers complete the tasks/work, fill out a service form, & hours served are verified by dept. staff.
- Value of volunteer hours are applied to the group account as credit in dollar value. (\$25 per hour served)
- When requesting use of a facility the group then uses earned credit to cover the cost of facility use.
- The cost of facility use is deducted from the group's Volunteer Value account.
- Participating volunteers must be 18 years or older.
- Also, individuals who are not group members can apply to participate and donate their hours to a participating group.

The Volunteer Value Program is a Win – Win!

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graph TD; A[City provides facility use in exchange for volunteer time] --> B[Volunteer group provides service to the City]; B --> C[City receives extra hands where needed most]; C --> D[Volunteer Group needs to use a City facility]; D --> A;
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It meets a need for the City.

It meets a need for groups in the community.

Questions?

Re-consideration for approval of the Volunteer Value Program as written.

VOLUNTEERS OPPORTUNITIES



Collective Development Policy for Roswell Public Library

Item No. 2
(Costley/Oropesa)

Collection Development Policy Number LB003



- **Action Requested:**

Consider approval of the adoption of Collection Development Policy Number LB003

- **Background:**

Public libraries in New Mexico are required to have a Collection Development Policy. The Collection Development Policy is to be reviewed, updated, and filed with the New Mexico State Library every five (5) years. The Roswell Public Library Collection Development Policy is scheduled to be reviewed, updated and filed with the New Mexico State Library by June 30, 2022.

- Once approved by the Roswell City Council, the Library Board of Trustees will be tasked with reviewing the Collection Development Policy every 5 years. The Roswell City Council will only need to approve the Library Collection Development Policy if updates are needed.



- **Financial Consideration:**

To be eligible for State Aid, public libraries must have on file with the New Mexico State Library a Collection Development Policy.

- **Legal Review:**

The Legal Department has reviewed the proposed policy.

- **Staff Recommendation:**

Consider approval of the adoption of the Collection Development Policy Number LIB003



Questions?





Changes to Roswell Public Library Fines and Fees

Item No. 3
(Costley/Oropesa)



- **Action Requested:**
Information Only- Will be presented to Finance Committee for approval.
- **Background:**
The Roswell Public Library Fines and Fee Policy was approved by Roswell City Council on June 12, 2018. Section 3 subsection 5 states. Lost, damaged or items not returned will incur the related overdue fees according to the Roswell Public Library Fee Schedule.
- This resolution streamlines the Roswell Public Library Fee Schedule.
- Missing item or items damaged beyond repair will be charged the original cost or replacement cost.
- Lost items will be charged the original cost or replacement cost.
- Language is included if the original cost or replacement costs may not be found.



- **Financial Consideration:**
Better allows the Roswell Public Library to recover cost of missing, lost or damaged items.
- **Legal Review:**
The Legal Department has reviewed the proposed resolution.
- **Staff Recommendation:**
Consider approval of the adoption of resolution



Questions?





**CHAIR COMMENTS, REPORTS,
ANNOUNCEMENTS**



PUBLIC PARTICIPATION

