

Alpine Public Library Board of Directors
Thursday, October 9, 2014
6:00 PM
AEP Foundation Multipurpose Room

Mission: The Alpine Public Library connects our diverse and geographically remote communities with information resources to encourage literacy and promote lifelong learning.

Vision: The Alpine Public Library envisions a future in which individuals and families are engaged, lifelong learners.

Members Present: Linda Bryant, Paige Delaney, Perla Bermudez, Filemon Zamora, John Roe, Chuck
Newcomer, Margaret Matthews

Members Absent: Julian Gonzales, Tom Mangrem, Jim Glendinning

I. CALL TO ORDER: 6:01 pm

II. INTRODUCTION OF GUESTS AND ANNOUNCEMENTS

Martha Latta: Landscape Committee Chair present
Ginger Turner has resigned as of two weeks ago

III. CHANGES TO THE AGENDA: None

IV. APPROVAL OF MINUTES

Changes to Minutes of September 11, 2014
Willard Hendershot spelling correction
Minutes of September 11, 2014 BOD Meeting approved with above change.

V. REPORTS

A. Landscape

Martha Latta is a landscape architect and helped design the Library's current plan.

Directive: trees, wildflowers, native grass

Long term vision: budget money to maintain landscape would be very limited

Outdoor water use metered separately from indoor use and paid for

Once building built-the elevation was raised and this created drainage around the building

Phase II is in the planning stages.

November 2nd is to commemorate National Arbor Day.

Nineteen trees are to be planted. Four trees remain to be bought at \$20 each.

Brick walkway design previously approved by the board was not workable. Taking bricks into account, need to be incorporated so they appear as part of the original idea and not add ons. The bricks have incised letters that will catch dirt and question if the black letters will stand up to the elements. There are currently 40 bricks (raised \$4,000). Putting the bricks in a walkway will put us in a negative balance. Fabrica has designed a metal bench 64"x19-20" that the bricks will lay in at \$900. This will hold all 40 bricks that we currently have on hand. Turn around time is unknown currently.

Low maintenance is not no maintenance. Maintenance depends on volunteers and is not happening. Recommend adding maintenance into FY2015 budget.

Need to mow and weed eat 4-6 x/year. \$1,000/year based on today's design.

The Girl Scouts want to carry on the kid's garden theme. Barbara Roberts has been

encouraged to use the space outside the existing children's space. Pushing for expansion of a space rather than isolation of an area. A drawing will be submitted. Another individual wants a sensory garden for the impaired. Believes she can get grant money.

B. FUNDRAISING EVENTS COMMITTEES

- Calendar: A mailer design recommended for describing the design and reaching the appropriate person was recommended. Easier for an invoice and check to be sent. Something in writing/mailer will be done for November meeting.
- Christmas Ornament Mouse: numbers raised from 25 mice to 50 mice. 26 have already been sold.
- Bandanas have not arrived. Credits are being given due to the delays.
- Forms for Art Walk under control and progressing. Margaret will contact Bob Ward for the wheel barrows. Beer and wine will be dropped off the night of. \$25 or higher donations will be asked of businesses.
- October Hump Day Lunch is the 29th. Bring 10-12 potatoes by the 27th to the library. Halloween theme. Volunteers for setting up etc are needed. Friends will be bringing the cakes.

C. STRATEGIC PLAN

SWOT analysis done (strengths, weaknesses, opportunities, threats)
If patio area enclosed it can be converted into a children's space and more space can be opened within the library.
Doorway separating multicultural room from the library.
Predictability of revenue.
Next meeting on Oct. 28th.

D. FRIENDS

New members joining
Big Bend Studies-Nov 7th and 8th
Minutes will not be forwarded to the BOD any longer

E. FINANCE COMMITTEE

September Report-no surprises
\$1,000 incorporated into budget as mentioned by Martha today
To help with wage increase, bonuses can be absorbed
bonuses will still be received this year

Employee Raises

There are eighty-five 501c3 Libraries from the Texas State Library and Archives Commissions 2013 Annual Report

Concentrating on thirty-nine libraries with population of 4,074 - 14,244

Handout given

FTE (full time employee) per librarian based on 40 hours/week

Director salary

Hourly employee compensation

Alpine is high in FTE compared to these other libraries

-what can we do more efficiently

-APL is open 47.5 hours/week

-need to know how many hours the other libraries are open for comparison

APL Employee Positions

Bookkeeper \$11.23 raise to about \$13-14

Circulation Librarian \$9.46 (3 people)

Children's Librarian \$10.41

Cataloger: \$10.00

Student Intern: \$8.85

Circulation Assistant: \$9.10; APL needs to hire

APL current starting rate is \$9.10, was \$8.75

We need \$35,000 for salaries; currently falling \$5,000 short

We need to apply for more unrestricted foundation grants

The calendar could bring in another \$4,000-\$5,000

Need more of a breakdown on trends

Administrative costs are below 25%

What have unrestricted grants run over the past 3-4 years; trends

Do we want to budget at the very top of our income; we do have a reserve of 25% in the bank

Additional funds need to come from fundraising and commitment

Board changes with term limits. Cannot make decisions based on what current BOD are willing to do.

Need consistency and training with an employee. Pay rate is an incentive for that.

Paige will get past income trend out to the board.

Break down the increases more.

Finance committee meeting next week-recommendations will be considered

Librarians Report: from email

VI. OLD BUSINESS

VII. NEW BUSINESS

VIII. SET NEXT MEETING

Next meeting Thursday, November 13 @ 6:00

IX. ADJOURNMENT: 7:40 pm