

**Alpine Public Library Board of Directors**  
**Thursday, February 13, 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.*

I. CALL TO ORDER-

II. INTRODUCTION OF GUESTS AND ANNOUNCEMENTS: None

III. CHANGES TO THE AGENDA

The agenda that was sent out has the wrong date listed (1/9/14), but it is the correct agenda  
Under finance committee, county funding contract update changed to county and city funding contract updates

Changes to the agenda accepted by the board

IV. APPROVAL OF MINUTES

Minutes of Jan 9, 2014 BOD Meeting approved.

Minutes of Jan Friends meeting was changed to add Betty Fitzgerald as an attendee. Feb minutes have not yet been received.

Minutes of Jan 7, 2014 approved by the board with the mentioned changes.

V. REPORTS

A. EXECUTIVE COMMITTEE

County Judge Forum: Judge Kathy Killingsworth presented a letter from Hudson and O'Leary's Law (county attorney) to Tom. The letter stated that it was a possibility that APL would lose funding from the county if we held the county judge forum. An IRS form regarding tax-exempt organizations was also looked at. It was decided by the executive committee to cancel the forum. Since then, Margaret has had two 501c3 experts review the letters and it was in APL's right to have the forum because it was an educational type program with all individuals running for county judge attending.

C. FINANCE COMMITTEE

End of year financial report- we ended the year down what we lost from the Art Walk Auction which was about \$9,000-\$10,000 with another few thousand. The auditor will clean the report up a bit more.

The Jan 2014 report looks different because of the new QuickBooks files. It's not unusual to see -\$30,000 because we have not yet received all our allocations from local governments and donations.

The audit is going forward and on schedule. The site visit has not yet been scheduled.

County and City Contracts-need to be filed every year to maintain accreditation are close to being approved. A list of library activities and goals will be attached as an attachment to the city contract. The city contract will be on the City Counsel's agenda, Tuesday, for approval. The county contract sounds like it will be similar to last years, with the addition that our funding will be in jeopardy should we lose our 501c3 status. The county commissioners have approved the contract and we are waiting for it to come to our board for approval.

#### B. FUNDRAISING EVENTS COMMITTEES

The Friends and APL Board are working together for fundraising events. Dinners, Luche Libre, and softball tournaments are being looked at. The Friends fundraising subcommittee will be meeting again next week. A softball tournament is being planned for this summer that can draw in surrounding towns. Margaret presented "Books in Bloom" luncheon. An author speaks at a luncheon and worked by high school students for service hours. There is a set menu and individuals are responsible for decorating a table. Up to \$10,000 was raised. \$30 for lunch and \$40 for mimosas. You can buy tickets and give to individuals initially to draw people in. Jean Hardy would be a good source to contact locally to find out about local

authors.

#### C. DONOR SUBCOMMITTEE

Committee has met once and will meet again next week. A game plan is set. May is the deadline. There will be more to report next meeting. A draft of the Donor Relations Plan is being worked on and will be brought to the board for approval when complete.

#### D. FOUNDATION APPEALS

Committee has met once. Some grant opportunities have been identified and a letter is being put together to send out to foundations inquiring if they will consider us for unrestricted funding.

#### E. PHYSICAL PLANT

Handicap signs have been changed out to say "Van Accessible". The sidewalk is in. Tom needs the board to look at the handrail for the sidewalk. Tom will donate all the hardware himself. Forty percent of the labor will be donated by Kiowa, Sibley, and Greg Bow. The total cost to the library will be \$1,000. There are two proposals to choose from (vertical or diagonal struts). Round corners was suggested as a change to the design. Option one was approved. We have until Mid-May for completion. Paige will solicit for the HUD funds to cover what will not be covered.

#### F. SOLAR INSTALLATION

Dan Ray (structural engineer) stated that the support brackets were okay but that the number eight screws and 1 ½" plywood and spacing was inadequate for the current roof. Talent Roofing gave a few options for correcting the issues. To correct the entire roof \$8634 and to only correct the area where the solar panels will go (675 sq ft) is \$3189. Compass Electric had previously been

approved by the board to do the install and electrical work for the solar panels. There is a rebate of \$1.05 per watt. The total rebate would be close enough to cover the total price of having the entire roof repaired. It was recommended that Charles Terry be contacted for another estimate.

#### G. FRIENDS

Working hard to increase membership. Membership has been opened to high school students-providing volunteer hours.

Book sale made \$311.60. SRSU baseball team helped move books from storage to the sale site, prepared books for recycling, and took the books to the recycling center. More than half of the books were sold. An Honorary Friends Membership was given to SRSU Baseball team yesterday.

#### H. GENERAL LIBRARY NEWS

2013 Library Statistics: Total volunteer hours jumped from 5700 to 7300 (important to show to funders), total material circulation is still around 41,000, turnover rate is over 2 (everything in the library has been circulated twice), library visits almost 50,000, re-reads income is 9% currently and has been going up every year, per capita expenditures \$3.50 per circulation.

There are over 60 free data bases available at the library. They're valued at over \$30,000 and we get them for \$149 per year. They don't get a whole lot of use. There is a list of them on the library's website.

VI. OLD BUSINESS: None

VII. NEW BUSINESS: None

VIII. SET NEXT MEETING

March 13, 2013

Perla will be out of town and minutes will need to be recorded.

IX. ADJOURNMENT