

**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.*

*Member's Present: Margaret Mathews, Tom Mangrem, Perla Bermudez, Jim, Glendinning, Ginger Turner, Linda Bryant, Chuck Newcomer, Jon Roe, Filemon Zamora*  
*Member's Absent: Paige Delaney, Julian Gonzales, Carol Offenstein*

- I. CALL TO ORDER: 6:01 pm
- II. INTRODUCTION OF GUESTS AND ANNOUNCEMENTS: None
- III. CHANGES TO THE AGENDA  
National library week: Add to New Business
- IV. APPROVAL OF MINUTES
  - A. Changes to 3/20/14 BOD Minutes: Profits of play, by Jaston Williams, will be split between Sul Ross and APL. BOD approved the minutes of 3/20/14 with change.
  - B. Friend's minutes for 3/11/14 approved by BOD. The Friends' membership numbers are not improving. There is a concern with the number of active friends members unknown.
- V. REPORTS
  - A. FINANCE COMMITTEE  
March 2014 Financial Report
    - City of Alpine will not be matching \$5,688.00 funds to be raised by APL.
    - Questions/Comments regarding budget
      1. Contribution income is at 18% and we should be at 25%.
      2. Concern about doing more in house printing and saving some of the commercial printing and photocopying budget of \$3,736. Spending on calendars was mentioned as line item.
      3. Concern on telephone budget. We've already gone through 73% of our budget. There was an error on the e-rate and we should see a change next month.
      4. For electricity, projecting out we should get 1580 kW per month and last year our bills were running at 3300 kW. This should reduce our electric bill by 40%.
      5. Another concern is the display budget. Is it possible to make the displays and save \$150?
      6. Credit cards-used for online purchases. Concerns regarding annual credit card fees.
    - Budget amendment-BOD approved moving \$5,688 from city of alpine income to fundraising.

- Audit-BOD tabled the updating of the depreciation schedule until more information is obtained regarding the solar panels, sidewalk, handrails, and cameras
  1. Remove marathon property
  2. Remove filing cabinets
  3. Remove Nau computers
  4. Add kids patio cover and fence
  5. Add acoustical paneling

#### B. FUNDRAISING EVENTS COMMITTEES

- Perla is having trouble contacting the individual responsible for scheduling the softball fields at Kokernot Park. The city gives the name of one individual and others say someone else is in charge.
- The Rare and Interesting Book Sale will be the last one held. Additional help is needed.
- The play, by Jaston Williams, will definitely happen, either this year or in 2015 all depending on the authors schedule. If it is this year, Sheryl has talked about doing an in-service for local artists on taking a book and turning it into art then holding a silent auction in connection with the play. The non-valuable books from the Rare an Interesting Book Sale will be donated for local artists to also do this project.
- The garage sale was held last Saturday and raised about \$1100. Leftover items were taken to the thrift store. Ellen Stevens said she would be interested in doing a fundraiser dinner for the library and doing all the cooking and donations. Another garage sale is being planned for September.
- Bake sales are recommended along with a jar for donations at events.

#### C. DONOR SUBCOMMITTEE

- A letter is being developed to invite faculty and staff at Sul Ross and ranching individuals to become donors.

#### D. FOUNDATION APPEALS

- Some letters have been sent out to foundations to donate for ongoing expenses. Phone calls have been made to verify name and phone numbers of foundations from a list that was prepared by Paige. The letter has been shown to other individuals in the business and it comes across as boring. The letter has been rewritten with 3-4 short paragraphs. Larry Franzel has mentioned that many foundations today are dealing with requests in the spring and fall for decision-making. It's been decided to contact more than just five foundations.

#### E. ED COMPENSATION: 6:34 pm

- The board approved raising the salary for executive director to \$38,000 per year effective May 1, 2014 with commitment from the board in raising more funds to make up for the additional deficit in the budget.

#### F. PHYSICAL PLANT

- Cement has been poured for the sidewalk connecting the city street to the library.
- The handrail for the sidewalk has been fabricated and will be installed soon.
- We will be re-inspected in May for Texas Accessibility Standards.
- We will have a full month of solar usage by next months meeting for comparisons.

## G. FRIENDS

- The Rare and Interesting sale is coming up and assistance is needed either May 2nd or 3rd. Set up is 2-4 Friday and the sale is 3-6 on Saturday. There are about 30 cartons of books that are being priced based on online booksellers. Help is needed to keep the books straight, monitor the room and collect money.

## VI. OLD BUSINESS:

### A. Parking Lot

- There were some complaints regarding the paint that is wearing off the pavement. Julian is checking with the city for a quote on painting the stripes. Adding additional parking on the north side of the property is estimated at about \$40,000-\$50,000.

## VII. NEW BUSINESS:

### A. National library week- Thursday May 17 at 11:30 a potluck will be provided for the library staff

### B. Director's Report

- Today is Scott Griggs, technology librarian, last day.
- The solar array dedication was March 20 and was very nice.
- Executive director's performance measures  
Paige has talked with Pam White, Alpine ISD Federal Programs Director, about partnering APL to bring The Family Leadership Institute to Alpine. This is a training program that empowers parents to increase their children's academic success. It is tentatively approved by the superintendent and was to be presented on the 7th at the board meeting. No news has been heard.
- A pre-application proposal has been submitted to the Permian Basin Area Foundation for the Family Leadership Institute Program for \$20,000; the program costs \$40,000.
- A proposal was submitted to Firestone for \$1,000 of general operating funds.
- An introduction letter to Sara Foundation for general operating funds. Alpine Library volunteer Kathy Donell's relatives who have contacted them on our behalf own Sara.
- We were awarded \$1,300 for Paige's travel to TLA by the Tucker Foundation.
- We also received \$5,000 from the Tucker Foundation for collection development.
- The Texas Book Festival awarded us \$4,500 for computers.
- Paige attended the Public Library Association Conference in Indianapolis. We received our award for best small library. She attended Session by the Hayward Institution in case we were not awarded for Library's Transforming Communities Training Grant; we learned last Friday that we did not get.

## VIII. SET NEXT MEETING

May 8, 2014

## IX. ADJOURNMENT