

Alpine Public Library, Board of Directors Meeting Minutes

Thursday, May 16, 2015

6:00 p.m.

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, Filemon Zamora, Kathy Donnell, Margaret Matthews, Don Wetterauer, Luc Novovitch, and Pat McCall

- I. Meeting was called to order by Linda Bryant, President, at 6:00 p.m.
- II. Introduction of Guests and announcements: Luc Novovitch introduced himself as the replacement for Judge Cano. Judge Cano's schedule prevents him from participating. Welcome Luc. Kirk Patterson, from the firm Gibson, Ruddock and Patterson, was present and presented the 2014 audit results.

The auditor went over the entire audit at this time. The Library is in good shape and responding to the recommendations of the previous year's audit. A recommendation was made that the Executive Director does not touch any monies. This allows the Executive Director to verify or provide an additional control for monies. A note was made that the minutes of January 2015, should reflect that the Executive Director's pay raise should be made retro-active to January 1, 2014, not May 1, 2014 as indicated in the January minutes. The minutes will be changed accordingly.

Motion: K. Donnell, Second, M. Matthews that the auditor's report is accepted as presented. Motion carried.

III. Approval of Consent Agenda

- a. Motion, Kathy Donnell, second, Filemon Zamora, to approve minutes of the April 9, 2015 meeting. Motion passed.

IV. Reports

- a. Executive Committee: The Executive Committee interviewed two candidates for the Executive Director position and unanimously selected Dr. Don Wetterauer for the position. His salary was set at \$15 per hour up to 40 per week as the Interim Director. Starting May 15, 2015, his salary is \$35,500 for the remainder of the year. It will remain at that level until and unless he completes up to three sets of 10 ceu's. At that time he will advance salary in \$1,000 increments to a max of \$38,500. The deadline to do this is December 31, 2015.
- b. Board Development Committee: Dr. Perla Bermudez has resigned from the Board due to work conflicts. One other board member has missed several meetings and Linda will check to see if that person wants to remain on the board. We will allow the board to stay at 8 to 10 members before we recruit.
- c. Finance Committee: Information was sent prior to meeting as Jon was unable to attend. Don reported that things are on track. We have more Friends memberships and two grants should

be coming in. The Chimpanzee Maze will be here in June and we still need funding for that (\$2,300).

- d. Fundraising Events Committee: The Committee has not met yet. The Adult Spelling Bee will be held in September. The Library Mouse group will meet soon to start on this year's mouse. We have over 50 pre-orders! There will be no Hump Day lunches during June and July.
- e. Friends: The Fill-a-Bag sale will be Friday, May 15, and Saturday, May 16. There are still some slots open that need volunteers. Next meeting of Friends will be August 4.
- f. Library: Don announced that he will be recruiting a bookkeeper and that there may be a need for another front desk person. Mary Beth's daughter will be working during the summer to work on Saturdays. She will work till school starts.

V. Old Business

- a. The Chamber Mixer that is planned for May 21 from 6-8 p.m. will take place at the Library. Betty Fitzgerald is the coordinator from the Friends Group and Abby Garza is the coordinator for the board. We are to bring finger foods for the event. All Board Members are encouraged to attend.

VI. New Business

- a. Policy Review: The policy regarding scheduling non-library related events in the AEP Foundation Multipurpose Room needs to be changed to reflect that reservations cannot be made for more than six (6) months in advance. Motion: Kathy Donnell that the AEP Foundation Multipurpose Room Schedule for non-library events be edited to reflect that reservations cannot be made more than six (6) months in advance of the event. Second, Margaret Matthews. Motion carried. Policy will be adjusted accordingly and the Employee Handbook will be adjusted to reflect this change.

VII. Next meeting will be **Tuesday, June 9, 2015. NOTE: THIS IS A CHANGE FROM THE 8TH.**

VIII. Motion, Matthews, second, Donnell to adjourn.

Respectfully submitted,

Pat McCall, Secretary
APL Board of Directors