

Alpine Public Library, Board of Directors Meeting Minutes

AEP Foundation Multipurpose Room

February 9, 2017

5:30 p.m.

**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: Kathy Bork; Linda Bryant; Cynthia Salas, Gary Dill; Kathy Donnell; Mike Latta; Pat McCall; Luc Novovitch; Jon Roe; Amelie Urbanczyk. Absent: Mike Pallanez

- A. Meeting was called to order by Kathy Bork, at 5:30 p.m.
- B. Introduction of Guests and announcements: None
- C. The Pancake Book Brunch was removed from the evening's Agenda [Motion by Donnell/second Urbanczyk/carried unanimously].
- D. Approval of Consent Agenda  
The Minutes of the January 12, 2017, meeting were approved [Motion by Salas /second Donnell/carried unanimously]
- E. Reports
  1. Executive Committee – no report
  2. Board Development Committee –
    - a. Two potential board members have been contacted and invited to attend a meeting of the board as observers. Neither was able to attend tonight's meeting, but both will be invited to the March 2 meeting. If both candidates join the board, the total number of directors will be 13. The by-laws allow for as many as 15.
    - b. The updated Board Manual has been distributed electronically.
  3. Finance Committee – The financial report [attached] was distributed to the board via email, prior to the meeting. Highlights were noted by Jon Roe and compared to the previous three years financial data.
  4. Income Generating Committee –
    - a. Blank thank you notes will be brought to future board meetings so board members can write individual personal notes of gratitude to donors.
    - b. At a future meeting [perhaps in April] ideas will be presented regarding ways of identifying and nurturing sustaining financial support for the library.
  5. Friends –
    - a. The Chocolate, Wine, and Coffee event is scheduled for Valentines Day evening.
    - b. A books for babies program is being explored
    - c. Game night will be held Wednesday, March 1.
  6. Library –
    - a. The Hungrytown concert on February 3 drew 45 people and raised 66 pounds of food for the food pantry and raised \$668.

- b. The Union Pacific Foundation will be presenting a \$5000 check in May.
- c. On February 15, a program related to Thousand Books before kindergarten will be launched.
- d. On February 23 will be Family Science Night.
- e. APL is becoming a Talking Books demonstration site. The library will receive a reader that can be used by visually impaired patrons.
- f. West Texas Rural Philanthropy Workshop will be June 21 – 23 at SRSU.

F. Old Business

- 1. 2017 Committee assignments are included in the updated Board Manual.
- 2. BOD conflict of interest forms and board contracts are to be submitted annually. All directors are asked to submit these signed forms.
- 3. APL Improvement Committee [precursor to Strategic Planning] – Jon Roe the ongoing conversation [incomplete sentence?] about several trends in current library planning that affect APL including flexible spaces, living room type spaces, improved connections to outdoor spaces. A group from APL visited with staff from the Midland public library and toured the newly repurposed space on Loop 250. The architect who designed that space will visit here on February 14 to look over our library.
- 4. Employee Handbook and APL Policies Handbook revisions – Kathy Bork reported that when the APL Policies Handbook is completed, electronic copies will be distributed to the board. The Employee Handbook will be shared with the board via email. The board will need to review and approve these documents.
- 5. Hump Day lunch will continue in March, April, May, June, August, September, and October. Members will be asked to make a contribution with some factor of 70 (70 cents, 7 dollars, \$70, etc.) to fund a special brisket lunch in June to honor of the library's 70<sup>th</sup> birthday. An ad hoc committee to plan the event includes Linda Bryant, Kathy Donnell, Gary Dill, and Luc Novovitch. A calendar of Hump Day lunches will be published.

G. New Business – none.

H. Next Meeting Date: March 2, 2017, at 5:30 p.m.

I. Meeting adjourned at 6:25 pm.

Respectfully submitted,

Gary Dill, Secretary  
APL Board of Directors