

Alpine Public Library, Board of Directors Meeting Minutes

Thursday, March 12, 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: Paige Delaney, Linda Bryant, Filemon Zamora, Kathy Donnell, Abby Garza, Tom Mangrem, Jon Roe, and Pat McCall

Guest Present: Martha Latta

- I. Meeting was called to order by Linda Bryant, President, at 6:00 p.m.
- II. Guest, Martha Latta was introduced
- III. The agenda was revised to include a report on the landscaping plan as it relates to the APL donor bricks.
- IV. Approval of Consent Agenda
 - a. Martha Latta, who has worked on the landscaping plan for the Library, was invited to share her ideas on the best way to showcase the APL donor bricks. She presented five options with the timeframes and costs. Tom shared his idea to run the bricks along the driveway for now and volunteered to do the work.
 - b. The minutes of the February 19, 2015, meeting were approved with one change. The words, "for employee merit raises only", were stricken from the recommendation by Pat McCall. Motion: Kathy Donnell, Second, Tom Mangrem, Motion carried.
- V. Reports
 - a. Executive Committee: Linda Bryant reported that the Executive Committee has not met yet and will be meeting on an as-needed basis. We will need to elect Vice President at a later meeting.
 - b. Board Development Committee:
 - i. Secretary vacancy: Linda Bryant reported that Pat McCall has agreed to be secretary of the board replacing Margaret Matthews who has resigned. There were no other nominations. Motion, Kathy Donnell,

Second, Jon Roe, that Pat McCall would become the secretary. Motion carried.

- ii. 2015 Committee assignments: Linda reported that she assigned Pat to be chair of the Employee Compensation Committee for 2015.
- c. Finance Committee
 - i. February Financial Reports: In addition to reports distributed with the agenda, Jon distributed a handout for January-February 2015 on the APL Financial Performance vs Budget and compared to 2014 data.
 - ii. Solar Power Savings: He questioned as to whether we need another electric company. Current contract ends in 2016. We are getting good usage out of our solar panels.
 - iii. FY 2014 Audit Update. The Audit is on track and should be completed by May.
- d. Fundraising Events Committee: Mice deadline is drawing near (April 15). If you have not ordered by April 15, you may not get one. Order blanks will be available at the next board meeting. Plans for an adult spelling bee are in the works also.
- e. Friends: Kathy reported the "Hump Day" lunch for March has been moved to Friday, March 20. The menu will be deli wraps, chips, desserts and drinks.
- f. Library: Linda reminded the board about the March 18th Board Training session. It starts at 9 and ends at 5. Lunch will be provided. The presenter is an expert in board training for Library Boards.

Linda reminded the board that the Library/Chamber Mixer would be May 21 from 6-8 p.m. at the Library. She asked if Abby would be the Board's representative for the event. Kathy shared that Betty Fitzgerald is the Friends representative. Jon moved, "That the Board go ahead with the bricks going down the roadway as Tom suggested". Motion was seconded by Abby Garza. Discussion followed and Tom has agreed to do the work and try to keep cost down. It will be finished before the Chamber Mixer so individuals can see how the bricks look. Other ideas will be discussed with Board when more members are present. Motion passed.

Paige shared the latest programming information mentioning what was still going strong and what had been discontinued. The Teen Book Club and Garden Club have been discontinued, but the Science Club, Library Lizards and Girls Rock

have all been very successful. The Family Leadership Institute will be discontinued at the end of this session due to low enrollment. New for this spring is the Adult Book Club.

VI. Old Business

- a. Employee Compensation Committee. Pat McCall requested at the February meeting that this committee and board action be put back on the agenda. At the January meeting of the board, a motion was passed to remove the Executive Director and the Bookkeeper from the Employee Compensation Committee. After a review of the Director's job duties and the APL Employee Handbook, this action is not in compliance with the Handbook and not a good Human Resources practice. Pat McCall moved, "That the Executive Director be reinstated as a member of the Employee Compensation Committee to provide input on salary issues. It is understood that any compensation is subject to budgetary restrictions." Motion was seconded by Abby Garza. Discussion followed and then was voted on. Motion carried.

Linda asked that the board all review the Employee Handbook. The staff have had some non-paid days this year due to the weather. She would like the board at a future meeting to review this and see if it can be resolved in a different manner than it is now. The Handbook will be put on a future agenda for discussion.

Jon suggested that the Library try to retrieve the special sheet rock that was purchased for sound control purposes. It has been stored by the city and he feels we should retrieve it before it is used by someone else.

The next board meeting will be on April 9, 2015 at 6 p.m.

Motion to adjourn at 7:15 p.m. made by Abby Garza, second by Kathy Donnell. Motion carried.