

Alpine Public Library, Board of Directors Meeting Minutes
AEP Foundation Multipurpose Room
July 13, 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; Gary Dill; Kathy Donnell; Mike Latta; Pat McCall; Luc Novovitch; Mike Pallanez; Cynthia Salas; Amelie Urbanczyk. Absent: Jon Roe [excused].

A. Meeting was called to order by Kathy Bork at 5:30 p.m.

B. Approval of Consent Agenda

The Minutes of the June 8, 2017, meeting were approved [Motion by McCall/second Donnell/carried unanimously]. The Minutes of the email decision of June 23, 2017, meeting were approved [Motion by Bryant/second Urbanczyk/carried unanimously].

C. Reports

1. Executive Committee – no report.
2. Board Development Committee – no report. Mike Pallanez agreed to serve on this committee and will assist in new member recruiting.
3. Finance Committee – The financial report [attached] was distributed to the board via email, prior to the meeting. Highlights were noted by Don Wetterauer.
4. Income Generating Committee -
 - a. The committee recommends that the APL Board authorize formation of Capital Campaign supervision structure consisting of advisory and steering committees.
 - b. The committee recommends that during July and August, the Board and Staff identify and review our current list of potential foundation, corporate, and individual donors. This list was distributed to board volunteers who will review each entry on the list updating current name, contact information, application process/form if available, type of support possible [including potential amount of ask], time table, and how to direct a thank you/acknowledgment note. This needs to be completed before the board meeting, August 10.
 - c. The committee recommends that during September, October, and November, the APL Board, Staff, and Volunteers conduct “Potential Support Assessment” in the community, identifying the number of potential contributors and the range of anticipated gifts. A draft of an instrument that could be used in the potential support assessment was reviewed.
 - d. The committee further recommends that the APL Board launch the Campaign publicly in December, inviting all library supporters to provide financial support for the capital campaign.

- e. By consensus, the board agreed to this proposed structure. Chair of the Board Kathy Bork will appoint the appropriate committees.
 - f. Because we are so dependent on contributions for day-to-day operations, it is most important that ongoing efforts to solicit operating funds continue strongly during the capital campaign.
- 5. Friends – The Friends of the Library do not meet during the summer; even so, arrangements have been made for desserts to be provided for hump day lunches.
 - 6. Library –
 - a. Toddler time yesterday [7/12] involved a total of 67 people participated including 48 kids.
 - b. The groundbreaking ceremony was very festive and included good newspaper coverage. A photo of several children and youth who participated was featured prominently on the front page of the Avalanche today.
 - c. On June 25, the Austin Girls Choir presented a concert at the library. It was a great event with an attendance of about 32.
 - d. Don and Mike attended the West Texas Rural Philanthropy event and participated in some workshops.
 - e. The teen and digital night is gaining momentum. The event last night had 8 people involved.
 - f. We are exploring opening for limited hours on Monday.
 - g. On July 28, 7 p.m., will be the next Travel Talk led by Pilar Peterson about her experiences in Denmark.
- D. Old Business
- 1. Strategic Plan – will be added to the August meeting agenda.
 - 2. Legal Audit – D’Anne Johnson is most familiar with APL. She provided several helpful suggestions about various insurance issues. We need a temporary license for TABC for the wine/beer giveaway.
 - 3. The Builder’s set of plans – being prepared by Denelle Wrightson – the costs have been approved by the board.
- E. New Business
- 1. Volunteer manual – is being developed. Will be distributed for approval at the August meeting.
 - 2. Roberts Rules for Small Boards – a copy was distributed electronically.
- F. Next Meeting Date: **August 10, 2017**, at 5:30 p.m.
- G. Meeting adjourned at 6:24 pm. [Motion by McCall/second Bryant/carried unanimously]

Respectfully submitted,

Gary Dill, Secretary
APL Board of Directors