

Alpine Public Library, Board of Directors Meeting Minutes
AEP Foundation Multipurpose Room
December 13, 2018
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; Kathy Donnell; Gary Dill; Jon Roe; Mary-Elizabeth Thompson; Lee Smith; Amelie Urbanczyk; Executive Director Don Wetterauer. Absent: Maria Curry (excused); Cynthia Salas; Mike Pallanez; Alejandra Villalobos-Meléndez (excused). The meeting was called to order by Kathy Bork at 5:33 p.m.

- A. Changes to agenda—add consideration of possibly putting some available cash into interest bearing financial instruments.
- B. It was moved and seconded that the minutes of the November 8, 2018, meeting be approved. The motion carried unanimously.
- C. Reports
 1. Executive Committee.

Members of the Executive Committee met with Executive Director Don Wetterauer for the purpose of conducting the Executive Director’s Annual Performance Review. Utilizing the instrument designed for this purpose and included as Appendix B of the current APL Board of Directors Manual, the group engaged in a comprehensive discussion and dialogue addressing the Executive Director’s professional responsibilities. With regard to each responsibility, the evaluators are “exceptionally satisfied” with Don’s service. The evaluators enthusiastically expressed gratitude for Don’s continuing excellent service and look forward to his professional service for a long and productive future.
 2. Board Development Committee—no report.
 3. Finance Committee—The financial reports were circulated electronically.
 4. Friends
 - a. No meeting this month.
 - b. Fund Raisers - Dancing with the Alpine Stars will be held on February 16, 2019
 5. Library
 - a. STEAM Family Night this month was December 12 - mathematics.
 - b. December story time was very well attended.
 - c. Received \$25,000 check from Permian Basin Area Foundation – general operations
 - d. Storage building in and now working on electricity and finishing
 - e. Have a couple of estimates on construction converting part of re-reads work room to tutoring rooms, both @\$10,000.

Motion made by Jon Roe to authorize Don Wetterauer to enter into contract to do the work for a total not to exceed \$15,000. Seconded by Lee Smith; Approved unanimously.

f. Holiday hours closed Dec 23-25; Dec 31 & Jan 1; Dec 26 – Dec 29 open 1 pm to 5 pm daily

6. Campaign for Kids

We received a bit more than \$6100 in gifts and pledges this month.

D. Old Business

1. Silent Auction netted \$16,338.47. Over the last 5 years, we have raised over \$87,000 through this project.

2. The library and re-reads will be staffed over the holidays by volunteers.

E. New business

1. Don will explore possibilities of putting some available cash into interest bearing financial instruments. He will prepare a proposal for a future board meeting.

2. Don provided worksheets related to the budget for consideration at the next meeting. Jon Roe made a motion to delay action on the full budget until January but to authorize personnel related actions for implementation of staff raises in January. Seconded by Mary-Elizabeth Thompson. Passed unanimously.

3. Gary Dill was elected president of the board; Amelie Urbanczyk was elected as secretary of the board.

F. Next meeting date: January 10, 2019 at 5:30 p.m.

G. Meeting adjourned at 6:30 p.m.

Respectfully submitted,

Gary Dill, secretary
2018 APL Board of Directors