

Alpine Public Library Board of Directors Meeting Minutes
AEP Foundation Multipurpose Room-Zoom Virtual Meeting
January 14, 2021
5:30 p.m.

Mission: The Alpine Public Library works to build community, encourage literacy, and promote lifelong learning. We endeavor to create and maintain a welcoming facility with relevant and enriching resources that connect our diverse and geographically remote area to the world.

Vision: The Alpine Public Library envisions a future in which individuals and families are engaged, lifelong learners.

Members present: Linda Bryant; Jaime Escuder; Bernadette Devine; Jon Roe; Gary Dill; Betsy Evans; Kathy Donnell; Mary-Elizabeth Thompson; Lee Smith; Amelie Urbanczyk; Executive Director Don Wetterauer; Members absent: Cynthia Salas (excused); Mike Pallanez (unexcused); Maria Curry (unexcused)

The meeting was called to order by Linda Bryant at 5:31 p.m.

- A. Changes to agenda: add New Budget
- B. Introduction of guests and announcements: none
- C. Reports
 - 1. Executive Committee: no report
 - 2. Finance Committee: DW notes that \$47,000 was given in direct contributions for year; \$31,000 of this was PPP money received; online Silent Auction generated about \$7,000, less than half the usual total but since the event was virtual, there were less bidders and donations; Thanks to Kathy, Linda, and Betsy for their hard work; ArtWalk 2020 is postponed to March and the 2021 ArtWalk in November is planned to occur as usual; LB suggests that if the postponed ArtWalk occurs at the end of March, give the patio sale during that time and keep the usual fare for the Silent Auction in November.
 - 3. Friends: LS notes that Kathy Bork and Linda are doing inventory of Amazon listings to get rid of some problems they have encountered; Re-Reads is looking for donations of clean, gently used books to put on Amazon, or for the library itself; Friends has begun to discuss fundraisers, in person events, and is trying to decide how to do this, more information forthcoming; LS notes that Cindy Sotelo has been delivering to shut ins throughout this time period and thanks to her for that; Friends is considering October for a fundraising event such as Dancing with the Stars; they are also making plans for the spelling bee and welcome ideas if anyone has any; BE suggested hosting the Spelling Bee outdoors; LS commented that Pete Gallego offered the Gallego Center for Dancing with the Stars but they are still reluctant to do an indoor event and

discussed a way to do this event outside as well; if a stage was purchased, that would create an additional expense, so is an issue; the newsletter will come out at the beginning of March so if someone has a contribution, please send it in.

4. Library: DW reports that the library continues with curbside service; they are evaluating things regularly but for now, no plans to let people in other than what they are already doing; Amazon sales at 899 books last year, making about \$15,000; Amazon sales in January are starting well so far; APL finished second in our category for the CityBank Community Rewards program and received \$2,000; we can do the event again next year. The main prize for the category is \$4,000 and the overall winner received \$7,000; The Silent Auction was only half of what we have previously made; DW thanked Linda Bryant and Kathy Bork for keeping the library open during the holidays; LB reported that they were busy during the holidays, especially Mondays; Linda is offering adult literacy classes again; another outdoor movie will be shown on Jan. 23 at 7:00 pm, *Bad Lucky Goat*; Joanna B. is curating the film series and one film will be shown each month; DW reported that Mary Beth gave the first international storytime with Casa Hogar in Ojinaga, activities included craft kits and dancing.

5. Campaign for Kids: DW reported no new pledges; about \$600 a month in pledges coming in currently

6. Funding Solicitation Committee: no outstanding grants at this time

7. Board Development Committee: No report. AU notes that the new board members are the report and we welcome them.

D. Old business: none

E. New business

1. Adopting Consent Agenda: LB explained that a consent agenda puts the reports into one section; the board votes on accepting them and moves on; if anyone has questions we can discuss but otherwise, we work on the other business of the board instead of the repetitive reports every time; LB remarks that this mandates that we read the reports before the meeting and come with any questions; If those giving report can have them to the secretary a week before the meeting, that would be helpful; LS mentions that the Friends meet the Tuesday before the board meeting, so the report would be sent late; No one present objected to the consent agenda; BD suggests the Friends report could be given during the meeting instead of sent ahead of time and all were in agreement.

2. Grant writing for Campaign for Kids: LB reports that we have reached the monetary halfway point, so we can begin to write grants to foundations; LB notes that the parking lot and tutoring rooms are the only construction that has

been done so far; the Tutoring Center has been named the Mary Jane Morgan Tutoring Center with a plaque in honor of the work she did getting the initial building for the library; LB says board members are needed who are willing to seek grant opportunities and work on writing grants; DW says that there are five organizations that said they were willing to help out once we reached the halfway point, so it is time to approach them; DW additionally believes that we are now at a point in the pandemic where we can contact people about going forward.

3. Set up committees: AU says there is a page in the revised Board Handbook where current committees are listed; MET will find this and send it to all board members; LB asks that if there is something you are interested in doing, or not doing, then please let Linda, Don, or Mary-Elizabeth know; LB would like to present committee memberships at February meeting; LB suggests that a budget committee because we are starting the year off knowing we will be over budget; LB also says that if someone has a suggestion of a needed committee, please say; before next meeting, LB will be in contact to ask if individuals are willing to serve on certain committees; DW recommends a Building Committee; LB supports this because if we receive money for the Campaign for Kids, we must be ready to act.

4. New Budget: GD suggests that we need to be aware that there are practices used to make a budget look artificially balanced and notes that as he and Don worked on this budget, they wanted to present a realistic picture of the budget and fundraising possibilities; It is difficult to raise Capital Campaign money and the regular operating expenses at the same time and staff needs appropriate compensation; GD thinks we need to understand that this year will begin with some gray areas; LB clarifies that she supports all decisions made with regard to this budget and realizes that we will need to spend more than projected to pull in at this time. This means that the board needs to find ways to generate the missing income on paper; LB recommends that we all peruse the book *The Board Handbook*, which talks about a public charity board and the things to be aware of; LB says we need to look at income and think about what the library will do in 2025 and 2030-we must lead, not catch up; JR thinks cash flow is important and if we monitor the cash flow on a quarterly basis, we can adjust and predict budget as we go; BE offers to find out how to get the city to give more money; DW reports that the county has expressed interest in giving more and he will meet with Judge Cano; DW notes the city has not provided an increase in funding since 2008 or 2009; KD moves accept new budget as proposed, JR seconds, all in favor.

5. New library offerings: JR asks if there is a way that the APL can have information about vaccine roll-out; DW thinks this possible; JE proposes for browsing possibilities that we have a presence at the Farmer's Market and/or that requested books could be picked up at market; DW will speak with the library management system people and will figure out how to do it; JR suggests

disposable gloves and hand sanitizer on site; JE and AU offer to head this up, BD and MET are able to help on some weekends as well.

- F. Next meeting date: February 11, 2021, at 5:30 p.m.
- G. Adjournment at 6:20 p.m.

Respectfully submitted,
Mary-Elizabeth Thompson, secretary
2021 APL Board of Directors