

# Alpine Public Library, Board of Directors Meeting Minutes

## AEP Foundation Multipurpose Room

*December 7, 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; Lee Smith; Amelie Urbanczyk; Bernadette Devine, John Roe, Chris Ruggia, Ellen Ruggia, Jaime Escuder, Betsy Evans, Executive Director Don Wetterauer. Absent: Mike Pallanez; Martin Sandate; Cynthia Salas; Kathy Donnell (excused); Ellen Ruggia (excused)

The meeting was called to order by Linda Bryant at 5:30 p.m.

- A. **Changes to agenda-** tabled agenda item F1 until January
- B. **Announcements:** DW needs volunteer hours from board members submitted before the end of the year
- C. **Introduction of guests** - no guests
- D. **Minutes** from 11/11/21, approved unanimously
- E. **Consent Agenda-** approved unanimously
- F. **Ongoing Business** —
  1. Capital Campaign - contractor from EP called and wants to bid, bringing the number to 3 bidders on the project
  2. Silent Auction - 2nd hardest event in terms of work due to small space and complexity; \$23973.00 at the time of meeting; most \$\$ made without live auction component; BD says “walkaway” was a good idea; looking for a new facility for next year
  3. Director’s salary
    1. 2019 decision - voted to raise Don’s salary to \$45K by 2023; Don has refused his bonus for this year due to lack of funds, in order to allow staff to get bonuses and by doing so to hopefully retain them; DW says that we do not pay much and it is better for him to have good staff than to get a bonus; DW says to be aware that when the time comes to recruit a new director, public library directors normally receive salaries around \$50K + benefits at similar sized libraries; BD asks about county taking over the library but DW says it’s a double edged sword; LB and CR discuss the change in governance; City and County donate 30% of our budget; LB explains that current fundraisers cover operating expenses and there is no extra; pandemic was not budgeted; LB explains that the shortfall from fundraisers; CR suggests going for \$50K for director’s salary, BE says maybe \$1K/yr for 7 years; DW thinks there should be a plan to include staff in the salary increases; CR and DW will present to the city to ask for more money for the new fiscal year; CR wants to know what a competitive pay is for the staff so we know what to shoot

for; BE asks where we would find the money? but we'll discuss the budget in this meeting

2. Funding separation - Linda, Don, Jon, Campaign for Kids, Charles Schwab (\$300,000 preservation); LB explains that the operations and CFK are separate accounts; we cannot use funds for CFK to pay salaries, buy books, bills, etc. We must follow through with the campaign or we will have to contact every donor and ask if they want their money back; Charles Schwab is for CFK so falls under the same rules; we're "cash poor"

3. Expiring memberships - Linda - 1st 3-year terms are typically renewed if the member is willing; Linda is willing to stay on; Lee's term will end because of her Friend's position is up; BD is moving in the summer and is willing to serve until she moves; BE is staying on;

#### **G. New business**

1. Language revision regarding attendance in the board manual; change policy to 3 unexcused absences and 4 excused absences gets a conference with the president; "Any member of the Board may resign at any time by letter to the President. The Board must vote to accept or reject the resignation. Any elected member may be removed for cause at any time by majority vote of the Board. Any elected member missing (3) meetings in a 12 month period without prior permission granted by an officer of the board, is considered to have forfeited of their membership on the board. Any elected member with (4) excused absences will be referred to the president for a conversation concerning her or his interest in continuing on the Board. In the event of the death, resignation, disability, or removal of any member, the vacancy shall be filled as explained in V.c. above" was proposed; JE wants to word it to where a warning is given, he will come up with some language for Amelie to send out before the next meeting.

2. budget discussion and January vote - board will study the budget, will vote in January; please ask questions to Don if you have any

2. Assistance during holiday break to give staff a holiday, all slots were filled.

Next meeting announced: January 13, 2022, at 5:30

Meeting adjourned at 6:40PM

Respectfully submitted,

Amelie Urbanczyk, secretary  
2022 APL Board of Directors