

**Alpine Public Library Board of Directors**  
**Meeting Agenda**  
**Thursday, March 9, 2023**  
**5:30 PM**  
**AEP Foundation Multipurpose Room and Zoom**

**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.

**Board Members Present:** Don Wetterauer, Martin Sandate, Jaime Escuder, Chris Ruggia, Ellen Ruggia, Greg Henington, Isabel Jones, Mary Bennett, Kathy Donnell, Linda Bryant, Betsy Evans

**Board Members Excused:** Judy Bowers

**A. Call to order** - LB called the meeting to order.

**B. Changes to agenda** - LB asked if anyone had changes to the agenda. None.

**C. Introduction of guests and announcements** - LB introduced GH and MS for those who had not yet met them. No guests were present. No announcements.

**D. Approve the minutes** - LB asked for comments or discussion on the minutes. Corrections made to minutes (attendance will be added to future minutes; adding "Treasurer" designation to ER's name, acknowledging missing details from prior meeting). ER moved to approve the minutes. MB seconded. Passed.

**E. Consent Agenda** - Director's, Treasurer's and Friends' reports (when available) - LB asked for comments and discussion on Consent Agenda. Financials for FAPL were distributed in print and will be added to the meeting documentation. CR moved to accept Consent Agenda. MB seconded. Passed.

**F. Ongoing business**

**1. Direct Mail promotion** - CR and DW - This is delayed, started CR, but DW got a call from the Post Office/San Antonio to say that it will be back on track. Waiting on nonprofit permit, per CR. It's far more expensive without the permit. The permit must be renewed each year per DW. Postage is 63 cents without permit versus 17 cents with the permit. Need that permit to proceed. Judy Ford is going to print and stuff all

envelopes. CR needs to run the mail merge on the list to prepare letters for printing. He'll deliver to JF. MB asked what percentage ROI we are anticipating. CR said it was estimated by JF but he doesn't have figures presently. Each iteration is an improvement in ROI. CR recommends down the line we buy new addresses so that we add new people while culling non-current addresses. MB asked who is maintaining the database. JF is maintaining it. DW and [volunteer] Petra have edited it. ER recommends that a second copy should be maintained. Agreement. IJ asks what is in the mailing. CR says it is a financial ask for the Capital Campaign. CR may edit the letter based on timing for distribution.

**2. Building Committee** - DW - MS is also serving on the Building Committee - MS will set up an appointment with Code Enforcement to move forward. DW shared he had a meeting with Tocker Foundation resulting in new floorplan with furnishings. Tocker Foundation looked at entire library in their assessment and planning. Original estimate for two areas was \$53K. Prices have doubled since then. The most recent plan covering the entire library is estimated at \$198K. The Tocker Foundation has raised their maximum grant funding from \$50K-\$100K. DW says that the Building Committee needs to consider the other \$98K. KD and MB ask if we have to buy all new furniture already. DW explains that Tocker Foundation made it routine for them to send an architect. This is coincidentally the same architect we used for original plans. DW says we are just over \$20K short of getting the other grant.

Regarding the Fish: There are 500 numbered tickets for pre-sale. 100 tickets available at the door.

LB asks for anyone interested to consider joining the Building Committee noting that it is a serious time commitment. The last meeting was 9 hours. ER asks how often the Committee meets. LB says at least once before April (to go over furniture plan), and again early May. Maybe in April as well. ER is interested; LB adds her. DW is Chair.

**3. Board attendance policy** - LB reiterated the policy related to Board Attendance and joining the Board. You must be present to be considered and voted on to the Board.

**4. Strategic Planning** - LB had no news to report. Sidetracked considering the Building Committee. Strategic Planning on hold until May. LB will have a report by then.

## **G. New business**

**1. Fish Fry, March 31, 2023** - LB shared info about the March 31 Fish Fry at the American Legion. They do all the prepping. We will do setup, tear down, and serving. LB asks for the Board Members to sell tickets and routes the 10-packs around the table. Contact LB to offer to help. Report on ticket sales by Tuesday the week of the Fry.

**H. Next meeting date** - LB wanted to discuss April's meeting date. LB asked to change it to Mon-Tues, April 3 or 4. Prefer Mon, April 3. MB will be out of town. LB called a vote to change meeting to Monday, April 3. Passed.

**I. Adjournment** - ER moves to adjourn. JE seconds. Passed.

## **2023 Board of Directors:**

Linda Bryant, President (2024)

Isabel Jones, Vice President (2025)

Ellen Ruggia, Treasurer (2024)

Betsy Helesic (Evans), Secretary (2024)

Kathy Donnell (2023)

Jaime Escuder (2023)

Mary Bennett (2025)

Judy Bowers (2024)

Chris Ruggia, Friends of APL Representative

Greg Henington, Brewster Co. Representative

Martin Sandate, City of Alpine Representative