

Alpine Public Library Board of Directors
Meeting Minutes
Thursday, October 12, 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: Marilyn Gruebel, Ralph Gruebel, Chris Ruggia, Kathy Donnell, Mary Bennett, Judy Bowers, Betsy Helesic, Ellen Ruggia, Don Wetterauer, Linda Bryant

Board Members Excused: Isabel Jones, Greg Henington, Martin Sandate

A. Call to order - Linds Bryant called the meeting to order.

B. New business -

1. **Strategic Planning Update** - Linda Bryant thanked Board Members for assisting with the Strategic Plan draft. She requested that everyone offer suggestions, corrections at the moment. Marilyn Gruebel proposed the sustainability/fundraising be reconsidered as a standalone plan. Betsy Helesic agreed, as long as the Strategic Plan points to the financial fundraising plan as proposed. The group discussed the proposal of a financial sustainability document and fundraising planning document to be kept with the Strategic Plan but not attached. Ralph Gruebel moved to accept the Strategic Plan with the proposed changes. Judy Bowers seconded. Passed.

C. Changes to agenda - Linda Bryant asked for changes to the agenda. Marilyn Gruebel offered to add a Silent Auction update to Ongoing Business. Linda Bryant offered to add information regarding the structure of the Friends Group to Ongoing Business.

D. Introduction of guests and announcements - There were no guests to introduce. Linda Bryant asked for announcements. Chris Ruggia announced that the Granada venue reached out about hosting a Turkey Trot 5K the Saturday after Thanksgiving to benefit APL. He asked for Board interest in collaborating. Ellen Ruggia recommended asking for more details before fully committing. Linda Bryant asked Chris Ruggia to get more information so the Board could discuss further at the November meeting. Judy Bowers, Betsy Helesic, Mary Bennett, and Kathy Donnell will be out of town on the proposed Trot date.

E. Approve the minutes - Linda Bryant asked for a motion to approve the minutes from the prior meeting. Kathy Donnell moved to accept the minutes. Ralph Gruebel seconded. Passed.

F. Consent Agenda - Linda Bryant asked for changes or comments on the Consent Agenda. None. Ellen Ruggia moved to accept the Consent Agenda as presented. Marilyn Gruebel seconded. Passed.

G. Ongoing business

- 1. Direct Mail promotion** - Chris Ruggia provided the update that Linda Bryant and Don Wetterauer were asked for facts and figures for the ongoing mail promotion (the second mailer) for a letter to go out around Giving Tuesday. Linda Bryant distributed copies of the draft of the letter. Mary Bennett moved we get it cleaned up and send to Chris Ruggia for distribution with a black and white logo to serve as a graphic. Judy Bowers seconded.. Passed. Chris Ruggia then provided a report on first mailing. The mailing profited \$2304.56. Expenses were \$1102.94 and revenue was \$3407.50. 2193 pieces of mail sent. The original budget expected 200 returns. In actuality, there were 379 returns. Judy Ford has continued conversations with the mailing list company to continue to try for a refund on the list. The original list was \$400. Mary Bennett asked how often letters would be distributed and Chris Ruggia replied distributions could be made as often as the Board approved. Initially the Board approved three mailings with the plan to revisit the discussion following the third mailing. Don Wetterauer acknowledged that a third mailing should take place before the annual permit expired.
- 2. Building Committee** - Don Wetterauer provided an update on the recently started construction. He reported that we wrote the first check and will write the second check for concrete work soon. Members of the Building Committee met with the Alpine High School Teen Advisory Committee (made up of five teens and some faculty from the high school) to review construction plans for feedback. The Advisory Committee recommended more desert colors, pale tans. The Building Committee will continue to work on finalizing plans.
- 3. Silent Auction Update** - Marilyn Gruebel shared that the finalized location for the 2023 Silent Auction will be 202 West Holland, the former Guzzi Up restaurant. She reported that planning is moving along and donations are being accepted. The auction takes place on November 17 and 18, with November 16 reserved as a big day for setup. Carolyn and Tommy Mangrem donated the time and space for an entire week. Marilyn Gruebel reported she acquired tablecloths. She is currently working on tracking down wheelbarrows and hay to go in the wheelbarrows. She reminded those present that Board members donate a bottle of wine and a six-pack of beer to the wheelbarrows. It was recommended that more expensive wine and cheap beer are the favorites. Everyone thanked the Gruebels for their leadership in the Silent Auction planning.
- 4. Friends structure** - Linda Bryant mentioned that it is election time for the Friends Group, FAPL, but that she and Don Wetterauer were engaged in conversation about the structure of the Friends Group. Linda Bryant proposed considering making the FAPL a standing committee of the Board of Directors, recommending that the Chair of the Friends Committee be a Board Member. She reasoned that this would save stress of staffing the Friends and the Board as two entities. Discussion took place. Ralph Gruebel asked if the Board needed to take action on this. Chris Ruggia shared that the Friends are a group with bylaws that have recently been updated. Linda

Bryant stated that this is a Board Decision and recommended the Board take action at the November meeting. Chris Ruggia reported that he would discuss with the FAPL Nominating Committee.

H. Next meeting date - Thursday, November 9

I. Adjournment - Marilyn Gruebel made a motion to adjourn. Judy Bowers seconded. Passed.

2023 Board of Directors:

Linda Bryant, President (2024)

Isabel Jones, Vice President (2025)

Ellen Ruggia, Treasurer (2024)

Betsy Evans, Secretary (2024)

Kathy Donnell (2023)

Mary Bennett (2025)

Judy Bowers (2024)

Marilyn Gruebel (2026)

Ralph Gruebel (2026)

Chris Ruggia, Friends of APL Representative

Greg Henington, Brewster Co. Representative

Martin Sandate, City of Alpine Representative