

Vista Grande Public Library Board Meeting Minutes

January 18, 2005

In Attendance: Diane Gulseth; Steven Rosenthal; Irene Jackson; Tom Johnson; Doug Fairfield; Pete Forbes; Todd Handy; Jack Abernethy; Michael Odza; Amber Haskell; Lynne Moore and Susan Sheldon, Library Director, Jude Francisco, Youth Services and guest Ann Hume.

The meeting was brought to order at 7 PM. The first order of business was the election of officers for the 2005 year; the slate consisted of President, Diane; VP, Jack; Treasurer, Steve, and Secretary, Irene. The vote to accept the slate was unanimous, and the meeting was turned over to new president Diane.

A motion to approve the December minutes was made and seconded (Tom/Steve).

Librarian's Report

In addition to Susan's Annual Meeting report (see handout), she reminded members that Thursday's program would feature Andi Sutherland's *Jin Shin Jyutsu* presentation.

Treasurer's Report

Steven referred to his Annual Meeting report, and had nothing else to add.

COMMITTEE REPORTS

Executive

Diane announced that there has not been an Executive Committee meeting recently, but there will be one in the near future.

Development

New member Lynne Moore has volunteered to head of this committee, and she asked for background material on VGPL's previous fund-raising activities and on any demographic information members might have in order to pinpoint goals for future projects. She suggested a bike- or walk-athon. Diane described the Strategic Planning committee's efforts to create the necessary documents in order to change VGPL from a developing library to full library status.

Facilities

Jack's handout included progress on various issues, including the school-library path. While the route has been chosen, there are some problems getting approval by the school, and in the meantime, in order to solve the muddy-shoes problem, Jack is looking for a boot scraper. The storage shed is in place, and materials for a ramp will be purchased shortly. Two new display cases have been installed at the Library entrance (thanks to Jack, Steven and Tom Brimacombe), and we have two more that will be placed when we determined how the others survive the winter weather. Rodent damage to one of the AC/heating ducts was repaired, and sewer vent lines were installed by the County. There have been several leaks subsequent to the heavy rain we've had, which are being repaired as they appear. Susan added that the leaks are due to the improper sealing of the units on the roof. She also said that she is pushing the County for a paved path to the Senior Center, when that facility is built. Steven described how the path to the school may increase car traffic in our parking lot when parents come to pick up their children, and suggested we distribute leaflets. Diane suggested we turn that problem over to the Facilities chair.

Program

Doug reported that there are no additions to the existing program schedule, which he handed out to new board members. He also advised the new members that each will have a slot in the Library office, and he requested that everyone check it periodically.

Community Relations

Diane reiterated that we still need a chair for this committee. Michael suggested that even though he can't act as a liaison with the New Mexican because of the paper's rules, he is willing to help Irene on getting media coverage.

Information Systems

Todd distributed a detailed list of items – hardware and software – and asked for suggestions on any other items we might need. The hardware items can be purchased with the G.O. Bond monies, but in order to qualify for those funds, bills must be submitted to the County by May 30. Todd said he has someone to help setting up new equipment when we get it, but space is an issue and we have to carefully decide where things will go. He and Steven are studying this problem.

Strategic Planning

Diane described the committee's progress, which is being assisted by Dr. Leona Zastrow, and reported there is a draft of a plan outlining VGPL's goals, objectives and action plans.

Old Business

None.

New Business

Jack reported that the ADT security system requires an ID code, which has been assigned to four people: Jack, Diane, Susan and Tom.

He also reminded the group that the latest Legislature session started today and requested that some board members meet with our Senator and Representative to discuss the needs of the Library.

Doug asked if board members will have use of the new Xerox machine. Susan reported that volunteers will have codes, which will allow them to make copies without charge. We are currently waiting for the service agreement for the new machine before it can be used. She also stated that there will also be a new color copier in the office just for in-house use.

Comments/Announcements

Tom announced that Susan will make business cards for the new board members, and that VGPL has logoed merchandise available (for sale). He reminded everyone the next meeting is scheduled for February 15.

The meeting was adjourned at 8:09.

Respectfully submitted,
Irene Jackson