

Vista Grande Public Library Board Meeting Minutes

April 19, 2005

In Attendance: Diane Gulseth; Irene Jackson; Todd Handy; Jack Abernethy; Lynne Moore; Joanna Romero; Tom Johnson; Steven Rosenthal; Pete Forbes; Michael Odza, and Susan Sheldon, Library Director.

The meeting, which was held at the 1st National Bank, was brought to order at 7:05 PM. Diane began by thanking Joanna for providing snacks and beverages, as well as the space. She then distributed the March minutes and a motion was made and seconded to accept them (Tom/Pete).

Librarian's Report

Susan's report began with the announcement there will be a book sale on the third weekend in May. She also requested that on 4/26 when the new computer tables arrive, she needs volunteers to help assemble them. Among her other items were the news that two volunteers – Donna Miltenberger and Stephanie Morris – have been hired to jointly run the summer children's program; there's new furniture in the library, including 25 stackable chairs; she is reviewing all the library policies and procedures and hopes to have revisions to the Exec. Cte. by the end of the month, and the next round of grants requires a proposal to the State Library in June. [See handout.]

Treasurer's Report

Steven's handout showed that as of 4/18, VGPL has \$130,427, which is more than \$5,000 less than at this time last year. His comment was that we are still spending more than we're bringing in.

COMMITTEE REPORTS

Executive

Diane distributed copies of the by-laws, which will be reviewed and updated. She described the Community Assessment – a required survey of VGPL's constituency, which will be done by mail. Michael offered to help do some of it by e-mail and the Web. She reported on our plans to host a brunch for County commissioners and other officials in order for them to get to know us; it will be held on Friday, May 13, at @9:30. Before that, as part of our service-area outreach, is the April 30 book event at the Galisteo Community Center in honor of The day of the Child/The day of the Book.

Development

Lynne reported on the results of her committee's meeting, and distributed an extensive list of fund-raising suggestions, including plans to discount the current inventory of tees, shirts and bags and later print new, more colorful tees; a for-fee Friday night preview for the May book sale with possible health screeners present to bring people in; news that the Community Partner plan with Albertsons requires registration (and instruction on the procedure); a discussion of the solicitation letter, and a plan for a preview cocktail party, with an open bar, entertainment and a door prize, prior to the Ice Cream Social/ Auction.

Facilities

Jack's handout included progress on various issues, including the school-library path – still trying to find someone at the school to coordinate with; septic pumping; leaks; the cleaned-up area out front, thanks to Lynne, Joanna, Tom, Steve and the County Store; landscape plan; discovery of the drip system, and plans to obtain a voting-precinct map.

Program

Doug, who was absent, asked Susan to remind us that May 19 will feature Ellen Hutchins speaking on pet nutrition.

Community Relations

Michael noted that at least some local Web sites would accept "PSA" linking banner ads, and that he would create a banner ad, and place it on The New Mexican's Web site. Similarly, many sites have free directories which could list our library. He will make sure VGPL is listed in the business directory of www.freenevmexican.com. The committee will compile a list, and contact these sites.

Information Systems

Todd reported that we took delivery of nine patron computers and four "working" computers from Gateway, but they sent the wrong items so that we had to return five of them. Meanwhile, we need to find someone to make the machines talk to the network, even if it means paying someone to work out the problem. Todd will look for someone. He then reiterated that we have a source of cheap software, so we should figure out what each of us needs and he'll get it.

Strategic Planning

Diane reported that the draft of the plan is almost done and will be submitted to the board for approval soon.

Old Business

Re. the expansion, Diane appealed for volunteers for an *ad hoc* committee in order to move ahead with the expansion planning; Jack, Steven and Pete volunteered.

New Business

Re. Board members' IT needs: Todd agreed to make a "shopping list" of the software available cheaply through Tech Soup for us.

Diane announced that Janet Amtmann, on behalf of the ERA, is looking for volunteers to help with parking at the May 14 flea market. If you can help, contact Diane. Steven added that VGPL should have a table there that day, where we could sell our merchandise. Tom suggested we get a fold-up table with all our materials, something we could use whenever we need to set up somewhere away from the library; Susan will look in her catalogs.

Comments/Announcements

Steven reported that although we had hoped to coordinate with the Senior Center on signage, it isn't going to happen and that we will have to get our own. He also mentioned we should do it soon in order to get the optimum position. Jack will re-research prices.

The meeting was adjourned at 8:40.

Respectfully submitted,
Irene Jackson