

# Vista Grande Public Library Board Meeting Minutes

June 21, 2005

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

The meeting was called to order at 7:00. Because of late arrivals, not enough members were present at the meeting's beginning to approve the May minutes, however they were subsequently approved (Jack/Diane) when a quorum was reached. Also, Diane distributed a revised board member list, noting that Pete Forbes has a new street address.

## **Treasurer's Report**

Steven's report, which preceded the Librarian's Report, included the news that the recent donation-request letter has raised about \$9,500 to date. The book sale generated slightly more than \$2,000. VGPL has \$8,748 less today than it did a year ago, but the current balance is \$128,275.

## **Librarian's Report**

Susan, just back from vacation, had a short handout, which included news that the children's summer reading program is so far very successful; VGPL will sponsor a middle-school Battle of the Books team (a reading-comprehension competition); Susan would like to apply for a grant to hire a volunteer coordinator; and there should be—but aren't—enough keys for all members to have. Also, it was suggested that each key-holding member have their own code so that ADT will have a record of who opens/closes. Susan also pointed out that as of May, the Library boasts close to 27,000 items and has 3,675 registered patrons. [See handout.]

## **COMMITTEE REPORTS**

### **Executive**

□ Diane discussed the flag-raising event scheduled for July 5. Jack reported that he had asked Tom Udall to attend. He is unavailable, but Jack will also ask for a flag that's been flown over the Capitol Bldg. □ Diane will be meeting with the Eldorado Art Tour people on June 30 to get our check from that event (amount unknown). □ She was able to reach Rudy Garcia, who will determine when the money will arrive so we can start work on the expansion. Meanwhile, the committee will draw up a wish-list of requirements. □ Diane requested that every member come up with a list of specific things that the board should be doing, and send them to her. Later, board members will be asked to commit to taking on some of those listed items. □ Diane brought up a request for a day and time change, but after discussion, it was decided to maintain the Tuesday/7 PM schedule.

### **Development**

Lynne distributed a list of items her committee has come up with as potential source of growth for VGPL, both in funding and volunteerism [see handout]. Among them are the cultivation of new donors, such as friends or business acquaintances who are in a position to give services, products or funds to the Library; a revised volunteer application with more detailed work-experience data, which will be printed and given to every patron when they check out items; the news that Amber's new company has agreed to help out with the ICSocial; a request that members offer complimentary Social tickets to those who might be influential, and finally she listed some fund-raising suggestions.

She also reported no luck in finding an insurer for a wine-and-cheese preview party for the ICSocial, but she will keep trying.

**Ice Cream Social:** Pete reported that two raffle items have been secured, but she requested help in beating the bushes for auction items. Please approach any contact you have who can make a donation of an item or gift certificate.

### **Facilities**

Jack's report [see handout] included the news that someone turned off the main power and he had to go to the library and turn it back on, after canceling a trouble call to PNM. It was decided to install a firebox outside in which to put a key. Jack could use some help with pruning the shrubs, pinning the ground cover under the gravel, place a retaining barrier around the gravel, and getting some rain barrels. He purchased a white board to go behind the check-out area for daily announcements.

### **Program**

July 21 will feature the postponed presentation by Ellen Hutchins on pet nutrition.

### **Information Systems**

Todd reported that all 13 machines are working. La Canada wired four of them. It takes 3 to 5 hours to get each computer up and running, and he suggested La Canada might have someone willing to do an internship to finish the job. The next step is to find out what Follet can do. We also have to upgrade our anti-virus program.

### **Strategic Planning**

Diane had distributed the draft and received comments from board members. It was suggested one bit of the Library history be revised, and subject to that, Tom moved to accept the Strategic plan. That was seconded by Steven and unanimously approved.

### **Old Business**

None.

### **New Business**

None.

The meeting was adjourned at 8:40.

Respectfully submitted,  
Irene Jackson