

**Vista Grande Public Library**  
**Board Minutes**  
**April 18, 2006**

Attendees: Diane Gulseth, Jack Abernethy, Pete Forbes, Todd Handy, Pat Bell, Steven Rosenthal, Amber Haskell, Howard Efner, Lynne Moore, Melissa Blanchard

Others attending: Susan Sheldon

Absent: Meredith Dodge, Douglas Fairfield

--Diane called the meeting to order at 7:00pm in the Vista Grande Public Library building. The agenda was approved.

--The March 3/21/2006, meeting minutes were approved with the following change: The minutes showed no Treasurer's report for March. Actually a Treasurer's informal report was given the Sunday prior to the board meeting as the Treasurer was not going to be able to attend the meeting. (Steven, Amber, Howard, Lynne and Melissa abstained from minutes' approval as they were not here for last month's meeting).

Director's Report (handout on file)

--There was a discussion about requests we have for information for various reports: # of patrons using the internet, cleaning out of patron files (hardest to do due to our Follett software), and # of databases used and whether we share with other libraries, etc. Also want to know how many patrons are active. Rather than purge our database completely of patrons we believe have moved/passed, it was suggested to make them inactive and do reports based on patron status (active, inactive).

--Changes to Calendar: 5/13 is also ERA Flea Market. 5/26 is last day of school. Chess canceled on 5/26. Pool opens on 5/27. Last days for after school reading and tutoring are 5/17 and 5/18 respectively.

--Coordination of shelving from Zia is in process.

Treasurer's Report – (handouts on file) pictures of Steven in a tux were passed around. Steven is working with the county to collect the \$15K they owe us. As of today \$8730 has been generated by the annual letter. Cost to generate the mailing was about \$3000. The mailing went to 7,252 addresses.

Executive Committee - The Eldorado Performing Arts group asked if we could share a display case at the Agora. Would like one at the Villages and possibly by Outback, possibly sharing with the Fire Department also. Our GO Bond contact has changed at the county as the previous contact was promoted. Purchases so far are shelving, task chairs, projector, color printer, screen, and laptop. Of the \$34K allocated we have \$12-\$13K to spend within the next year. Diane is working with Colleen Ree on booksale. We have told the ERA we cannot spare volunteers for the flea market this year. Melissa may have kids from her high school that can hand out library flyers at the flea market and possibly volunteer at the library prior to the end of the school year. There is a woman currently working at one of the local museums who is interested in a part-time paid position to do a children's Summer Program.

Vice President's Report (handout on file)

### Development

- Meredith provided writeup for Santa Fe Association of Realtors grant. Lynne will ask her if she can attend the SF Community Foundation June workshop.
- Walk-a-thon cancelled as well as April activities (Children's writing project).
- Brick Fundraiser will be discussed with the county at next week's meeting. Bricks may be used for school walkway, under the picnic table, or a side patio between the library and the senior center.
- Working on ideas for donor perks for donors who give above a certain value donation.
- Discussion of newsletter ideas and costs occurred.
- A January/February 2007 Fundraiser is proposed as an alternative to the Ice Cream Social as the major 2007 fundraiser. One option is to do an event at the Legal Tender with entertainment.

### Ice Cream Social

- Have two raffle items. Could use 3 or 4.
- Please pick up some donor-item forms
- Steven will publish the list of sponsor benefits in the next couple of days.

### Program Committee (no report)

- Program this Thursday
- Susan will not be working that evening so Diane will close the library.

### Community Relations

- Melissa and Amber are putting together a marketing plan to cover both regular events, such as the adult events and also special events. It will also include the e-letter and bookmarks. The two high priority items coming up are the 5<sup>th</sup> anniversary (A-Frame?, bookmark) and the booksale (A-Frames, bookmarks, ad)

### IT

- We are not concerned at this time about irradiation from our computers and wi-fi.

### Board TO-DO

- We went through several open items on the To-Do list and assigned them to various board members.

### 5<sup>th</sup> Anniversary Celebration (April 28)

- Book signing of "Breakfast Santa Fe Style", 10:00am start, Breakfast in the morning, cake at Noon. Please coordinate with Diane if you can provide food (please provide serving containers and implements). Need to invite folks (county commissioners, news folks, local businesses, ECIA board. Email invitations required because of timing, but next year might want to do printed invitations. Will do a special e-letter to advertise event. The ladies will be doing an FM radio call-in program at 9:00am from the library.
- Suggested that we have a master list of VIP's for future event advertising

### Internet Policy

--The existing internet use policy adopted March 28, 2000 was reviewed. The wording relating to international laws in the second paragraph was removed and the board adopted the policy with that changes.

### ALA Documents

--We adopted the new updated ALA documents related to Bill of Rights, Freedom to Read/View, Labels and Rating Systems, etc. with Steven and Howard abstaining.

### Car Show

Possibility that the library may receive some revenue from the car show at the community center on June 3.

### Closed Executive Session

Meeting adjourned at 9:30 pm

Minutes submitted by secretary, Pat.