

Vista Grande Public Library
Board Meeting
February 21, 2006

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

Others attending: Melissa Blanchard, Susan Sheldon

Absent and Excused: Doug Fairfield, Meredith Dodge

Proceedings:

--The meeting was called to order at 7:05 by the Diane.

--The agenda was approved unanimously.

--Steven nominated Melissa Blanchard to the Board. Todd seconded the nomination and she was unanimously approved.

--Jack was nominated by Todd to hold the Vice Presidential position for 2006. Seconded by Pete and unanimously approved.

--Approval of the January Board meeting minutes was moved by Steven and seconded by Pete and were approved without dissent, with Melissa and Jack abstaining as they were absent from the last meeting.

Library Directors Report

--Reminder of Thursday night 7:00pm program and slide show by Gene Peach.

--There was discussion about having a standard methodology for program promotion which is currently in place. The Marketing and PR committee will meet with Doug and Susan on his return to discuss.

--National Library Week is the first week in April. (April 2-8).

--VPGL 5th Anniversary is April 28.

--Help is needed to collect and file news clippings about the library. Melissa suggested getting digital copies directly from the New Mexican (small fee involved per article).

--Discussed obtaining a banner that will hang from the portal that acknowledges both the April National Library Week and the Library Anniversary (because both are always in April and the banner can be reused each year). Melissa and Amber will come up with wording and Steven will procure.

--We may be able to offer a CPR program through the Red Cross (there may be a fee) or co-sponsored with the Fire Department.

--Discussed cleaning of rug or replacement. Decided to have it cleaned. Steven and Susan will contact Stanley Steamer and get a price for a quarterly cleaning and possible scotch guarding.

--Steven will take care of cleaning the door in the children's room.

Treasurer's Report

--Balance of \$118,378.93. Treasurer's report attached. We are awaiting some reimbursement from the county. Heating expenditures have not increased as expected. Our new phone system will raise monthly phone costs slightly but patrons should no longer experience busy signals.

Committee Reports

--Executive: (new board list attached) *\$100K is in current bill for the library. It will be a number of years before we are in a position to build the expansion. We can hold onto the money about 3 years but could possibly get an extension. *The projector has arrived and the screen is ready to be installed. The color printer and a laptop have been ordered from the GO Bond money. Discussed using some of the money for DVD's. We also need an outside book drop and shelving. *The front sign bid came in very high. *Steven and Jack will be doing a bylaw review.

The bylaws are now online at www.vglibrary.org/documents. Minutes and other important documents will be posted here. *Diane and Susan will be purchasing some new chairs. *Susan, Steven, and Diane will be doing some training next week at the State Library on how to get Community Statistics. *Due to our delayed expansion plans a committee needs to be formed to look at library processes in our crowded conditions. *We are going to start establishing a more formal system of tracking dates and deadlines.

--Facilities: (report attached) *Steven and Jack outlined the path to the school and the kids kicked out all the markers. Steven has checked out companies that make engraved bricks. Prices vary by quality and amount of text you can put on the brick. We have 200 feet of the path between the library and the school and could also use them out front in the building. We also need to extend the current sidewalk to meet where the school path connects. There is concern that the county wants to do the path install in the spring which does not give us much time to sell bricks. *The county is overwhelmed and having difficulty getting to us to do some of our maintenance items but has committed to hang the screen. *We will need to start watering our outside plants as the weather has been so dry. *The fire department has assisted us with fixing our flag pole. *Lynne volunteered Billy to pick up some brush left from the fall that needs disposal.

--Development: *Appeal letter (copy attached) and a 2-sided donation card were discussed. There was a suggestion to include the card as a bookmark when patrons check out books. *Will send info on Walkathon via email. *Need a chair for the May Booksale. Steven has drafted an organizational document to assist in managing future booksales. *Would like to consider making or buying “anniversary cakes” to send to our local legislators. *Steven will send a camera ready logo to Melissa and Lynne. *Lynne and Pete will coordinate on request to the local bank for funds, with Susan reminding them that the bank likes to receive written requests. There was a discussion of other possible sponsors. Discussed coming up with a running list of donors so Lynne knows who to approach for the Walkathon. *Ice Cream Social- The board decided not to do a Preview Party this year. Pete reminded folks to start gathering donations.

--Programming: (Doug absent so no formal report)

--Community Relations: Amber and Melissa are working together and starting to look at future events. It was suggested that we start to advertise regularly and that we have firm sponsor categories. A general discussion of how to handle sponsors ensued with the feeling that sponsors should underwrite events rather than items within an event.

--Info Systems: Have the screen and projector and laptop.

Board Retreat

A March 12 planning session in the afternoon (with brunch provided). Items to talk about: Strategic plan, finances, etc.

New Business

--Woman’s Day magazine is collecting stories on how the library has changed its reader’s lives. Stories due by May 10. 700 words or less. The board decided to promote.

--Lynne volunteered to organize an April writing project in coordination with Library Month for the school kids on “What Books Mean to Me”. She will write up a proposal for Susan.

--Susan suggested making contacts with local Rotarians to see if they would sponsor the Library as a service project.

Meeting adjourned at 9:13pm

Minutes submitted by secretary, Pat.