

## **Vista Grande Public Library June 20, 2006 Board Minutes**

Attendees: Diane Gulseth, Jack Abernethy, Pete Forbes, Todd Handy, Pat Bell, Amber Haskell, Howard Efner, Douglas Fairfield

Others attending: none

Absent: Steven Rosenthal, Melissa Blanchard, Meredith Dodge

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

--The May 2006 meeting minutes were approved without changes. Amber and Jack abstained as they were not here last month.

Director's Report - none

Treasurer's Report - (financials on file) Given by Diane in Steven's absence. We have received approximately \$3,000 from the county and they have promised to pay the remaining \$11,000 by the end of the month.

Executive Committee - (proposed job descriptions on file)

--Diane and Steven attended a meeting with the county where they promised to pay us the money they owe us for FY2005. The FY2006 money cannot be paid until a contract is signed. They will put the FY2006 contract in place and extend it through 2007. We are not sure what is happening with FY2007. We hope to be a line item in the county budget, but if not, we may get discretionary money from Jack Sullivan for FY2007. Diane and Steven also met with Virginia Vigil to discuss library needs.

--We received \$550 from the Santa Fe Association of Realtors for the Saturday Children's Program. We have 12 months to spend the money.

--We received approximately \$900 from the Eldorado Car Show. Most of the money was from exhibitor and voting fees. \$82 of the money was from a children's sale of miniature cars. Jack will be the rep to the Car Show for 2007.

--The Executive Committee is recommending we hire a Library Manager to manage the library and a Librarian with a Class I certificate to work with the collection. Both positions would be part time. The board approved with the plan without opposition. The board gave the Executive Committee the power to go ahead with the hiring. Diane also let the board know that Melissa and one of our volunteers (Elizabeth Eglehoff) are interested in jobs. Elizabeth is working toward her NM Library I certificate. We will start advertising the jobs now.

--The jail (youth detention center) is taking all the books from the booksale. We will be paying for the storage unit for one more month.

Facilities- We have a quote for the septic system risers for \$1000 which seems high (This is for 2 risers. We are not sure how many risers we have). We are going to try Joe at PumpMasters for a quote and ask them to make sure the tanks were not damaged by heavy equipment during the Senior Center construction. Jack is making a booklet including photos of the library to use for the library expansion project.

Development Committee - We need a chair for this committee.

Ice Cream Social - by Pete: The last meeting was on the 12th of this month. It is requested that each board member take 5 raffle ticket books for sales. Amber came up with a program for the children. Also please take some auction item forms. Keep auction items at your home if you can. We have a storage place for big items. We discussed displaying the raffle items or at least putting up photos. Please be on hand the 25th-27th for setup and breakdown. Need strong people. We are promoting sponsorships this year that run from \$50-\$1000. We already have \$50 and \$100 sponsors. Pat has not done anything on tickets yet. The next meeting is July 14 at 10:30 (to discuss the auction) and the next full meeting of the committee is July 17 at 10:30am.

Community Relations - by Amber. Amber and Melissa are going to be working with Pete on the PR and will be recruiting volunteers. A mailer has gone out to all the volunteers last year and asking them to participate this year and Amber will be contacting them by phone. It is important to get our new library staff in place so we can ramp up our library marketing.

Program Committee - (Revised Program Roster attached)

by Douglas: This is the 3rd or 4th year that Desiree Mays has presented a program. She will be here on June 29 and will have her books. 2 new changes-Nov 16 Maggie Lichtenberg talking about a patients guide to open heart surgery The Open Heart Companion. March 2007 - Robin Williams will talk about her book Swan Song of Avon. Johnny D. Boggs will be doing a booksigning on Thur July 13 4:30-6:30 Walk Proud, Stand Tall. The Library will provide refreshments. Diane asked for volunteers to help with this. He is a popular author and a wonderful patron.

IT- By Todd. (plan on file) A copy of the current VGPL Technology plan was handed out. Todd will review the plan and see where it needs to be updated. He will not do anything with the Library Director's plan for now as it is unclear whether this is a required document. Discussed the desire to do some sort of a survey or an online-petition for ECIA support and to provide us more information about public opinion and public needs. This will help with deciding what kind of technology plan/equipment we need. Ideas: community, # of people and ages, do they have library cards, are you willing to sign a petition for ECIA funding, do you know how the library is funding, etc. Diane will send Todd a survey that had been worked on previously. Discussed method of delivery (direct mail, ice cream social, etc).

Board TO-DO - list handed out but not discussed. Please check your items.

Amendment to Bylaws - Article 5, Section 2 (Board of Directors, Composition) -

Proposal to drop minimum number of Directors from 11 to 9. There has been no public input. The amendment was approved without opposition.

Background Check of Staff and Volunteers - Pat has no additional information to provide since the last update.

New Business

Pete requested a budget for the Ice Cream Social. Would like the bills to come to the chairman to approve, disapprove so the chairman can have a view of what is going on.

Amber suggested that painting some of the walls of the library and adding color (tasteful and sophisticated, but energizing) might make the place look a little better. Can we do some promotion and tap into national library resources for things like Black History Month, Library Month, the Good Housekeeping promotion and other special events and celebrations? We are asking some of the library volunteers to form a committee to help manage our displays.

Meeting adjourned at 9:00 pm

Minutes submitted by secretary, Pat.