

**Vista Grande Public Library**  
**Board Minutes**  
**May 16, 2006**

Attendees: Diane Gulseth, Pete Forbes, Todd Handy, Pat Bell, Steven Rosenthal, Douglas Fairfield, Howard Efner, Melissa Blanchard

Others attending:

Absent: Meredith Dodge, Jack Abernethy, Amber Haskell

--Diane called the meeting to order at 7:05pm in the Vista Grande Public Library building. The agenda was approved.

--The April 18, 2006, meeting minutes were approved with the following change: Correction to the spelling of Douglas's last name from Fairfield to Fairfield. (Douglas abstained as he was not at the previous meeting).

Director's Report

--Susan was excused from this meeting so there was no Director's Report.

Treasurer's Report – (3 handouts on file) The county still owes us \$15K from last year. The person handling the payment was hospitalized which has slowed the reimbursement process. Income from all sources so far this year is \$25,144 compared to about \$19,500 at the same time last year. Letter A revenue so far is \$10,075.00. Booksale revenues are \$3769.75. Costs are still pending. We ended up having to pay a mover to move the boxes at the school to Eldorado Storage. Steven and Diane supervised loading at 6:00am Tuesday morning. We need to keep the 2<sup>nd</sup> storage unit for another month till we can get rid of the extra boxes. We have a lead on a company that will take the books (within some guidelines) and have sold some of the better books to Hastings (got \$67 for one box).

Executive Committee -

\* Susan's resignation - now have a date of June 3 as Susan's last day

-- message to volunteers and public – Diane is working on a letter to the volunteers saying Susan has resigned and she will be missed. She has asked Susan if she wants a farewell reception. A resolution was passed that the Library will give her a goodbye gift certificate to Sunrise Springs or a nice restaurant. Diane will investigate and the Executive Committee will handle.

-- managing the library in the interim – Diane has volunteered to be the interim director. Finding folks to open and close is key. The regular volunteers are on a set schedule.

-- hiring process – A woman named Elizabeth Egleoff (sp) has called Diane and is interested in the position. She has been working in nonprofits for about 15 years and is now at UNM working on a degree in Library Science and will be starting her Masters in January. Diane will be talking to someone at the State Library to find out what degree requirements are truly required from their point of view. We may want to hire a library "manager" and a part-time "librarian". After nailing down State Library Requirements we would like to start seriously looking. We need to quantify vacation, sick time, etc before hiring.

Vice President's Report - Howard reported in Jack's absence. We found the septic system. The lid is about 2 feet below grade. We are investigating putting a riser in. The county is now baulking on doing the concrete work for the school path as they don't have people capable of laying the sidewalk. Carolyn E. did some weeding in the front to make the entrance look better. There is a gas-powered weedeater in the storage shed. And a headboard. And a chair.

Development - We need a new chair. Currently the chair needs to be a board member. We might consider changing the bylaws. Please provide suggestions. We also have openings on the board. We are at 11 and can have up to 15.

Ice Cream Social – Pete reminded folks to please keep soliciting items for the auction. Forms are in the ice cream social box. White copy to Diane, one to donor and one stays with item. We still need a third raffle item. We will buy an item if we don't have one by the deadline (Friday the 16<sup>th</sup>) for printing the raffle tickets. Also need a food chairman to replace Lynne. Next meeting is June 12. Gift certificates and jewelry go well. Art is more difficult. Don't ask anybody at the Agora as it is covered.

Program Committee - Doug reported that the program roster has not changed. He will be contacting Robin P. Williams Sweet Swan of Avon about doing a program in January 2007. June 29 is the Desiree Mayes program which is a really good opera presentation. There is a Senior Topics program tomorrow at 10:00am. It was in the paper last Wed. On the 31<sup>st</sup> there will be a program on Advanced Medical Directives. The Caring for Aging Parents program will move to a future Saturday so that walking folks can attend. August 27 – Think Ice Cream. May want to organize a book signing in July for Johnny Boggs (sp?). Pete will contact.

Community Relations Melissa is on board with publicity for the Desiree Mays program. She handed out a schedule for lead times for various publications and a list of avenues for publicizing VGPL events. Requested that we spend a bit of time in each board meeting discussing what should be promoted in the coming month. Will do a special bookmark for each month.

IT – the server monitor is down and will be replaced. We have been able to extract all the archived info. Todd would like to do some strategic planning around IT and computer services offered to patrons and needs feedback from other board members. It was suggested that we do a survey of patrons that use the internet. There is a need to teach people to properly and legally do online research. Our new projector will be useful to do demo's and we can also do net-meeting types of training.

Board TO-DO – no report this month.

### New Business

\* Amendment to Bylaws – Article 5, Section 2 (Board of Directors, Composition) – Steven proposed that the number of board members be changed from 11 to 15, to a range of 9 to 15. We are currently at 11. The proposed amendment will be posted and then voted on at the next meeting.

\* Background Checks of Staff and Volunteers – Pat reported that DPS may do a sex offender background check for us for free and that also Children and Family services may also do a free check. An FBI check costs around \$18 so we may not want to go that far at this point. Requested board input on whether she should pursue this further and board agreed.

Meeting adjourned at 9:04 pm

Next Meeting: Tuesday June 20, 2006 7:00pm

Minutes submitted by secretary, Pat.