

[Second, unsuccessful, proposal to Meadows]

Grants Administration Dept.
The Meadows Foundation
Wilson Historic District
3003 Swiss Avenue
Dallas TX 75204-6090

**REQUEST FOR FUNDING FOR ALPINE PUBLIC LIBRARY
CAPITAL CAMPAIGN: \$50,000**

Name: Kathryn R. Bork, president, board of directors
Organization: Alpine Public Library
Address: PO Box 44
City: Alpine
State: Texas
Zip Code: 79831
Phone: 432-837-2621 (library); 432-837-2882 (Bork)
Fax: 432-837-2501 (library); 432-837-5552 (Bork)
E-mail address: alpinepl@sbcglobal.net (library); borkedit@sbcglobal.net (Bork)
Website address: www.alpinepubliclibrary.org

Brief History of the Organization and Description of Existing Services

In 1947, the members of El Progresso Club (a women's study club, consolidated with the Women's Club of Alpine in 1963) took on the job of organizing a public library in Alpine, population around 5,200. The club held a tea to which invitees brought books to start the collection.

The library was housed in Henderson's Radio Shop until spring 1948, when the Brewster County Commissioners Court allowed El Progresso Club to move the collection into the sheriff's garage near the jail. Bonnie Newell served as volunteer librarian, and the collection grew. Space soon became a problem, and Virginia Bailey, president of El Progresso, launched a capital campaign to raise \$14,000 for library expansion. Fund-raisers were held, and the club entered the General Federation of Women's Clubs' "Build a Better Community" contest. El Progresso Club placed first among 3,000 clubs in Texas and was awarded \$2,000. The club was awarded second place nationwide and received another \$3,000. A Houston businessman, Will Clayton, heard about the drive and pledged \$1,000 if the club raised \$13,000. The goal was reached, and Mr. Clayton made good on his pledge.

In 1950 the Sohl home, located across from the courthouse, was purchased to serve as a library. The new building was dedicated in a ceremony on the courthouse lawn in August. In later years, the two buildings south of the library were purchased, and the library expanded again. These structures continue to house the library's collections.

Mission and Vision

Mission: The Alpine Public Library connects our diverse and geographically remote communities with information resources to encourage literacy and promote lifelong learning.

Vision: The Alpine Public Library envisions a future in which individuals

and families are engaged, lifelong learners.

Current Programs and Accomplishments

Children's programming: Toddler Time; Pajama Story Time (in association with Alpine High School Anchor Club and the Libri Foundation); Summer Reading Program; Story Time and associated activities (funded by Libri Foundation); Family Readalong Program; story time in the elementary school during academic year; puppet shows on various topics, including safety; season- /holiday-specific programming; "genre challenge" book review contest for middle school students; chapter book story time; lap-sit story time; book reviews by students; Spanish story time. Some programming is offered in both English and Spanish. In addition, the children's librarian offers tours of the library for school classes and will visit classrooms to introduce the Alpine Public Library to students in the Alpine Independent School District.

Adult programming: Occasional computer classes; occasional English as a Second Language classes; Homebound Patrons Program directed at patrons who are unable, permanently or temporarily, to come to the library (includes individuals, hospital patients, Brewster County Jail inmates)

Accomplishments: Institution of an Alpine Public Library blog; regular updating of library Web site with useful links; ongoing uploading of photographs to Flickr, an online photo album; addition of Del.icio.us, a Web site where a list of favorite Web sites can be kept for patron use; ongoing intensive collection weeding in accordance with Texas Library Association guidelines; ongoing work to regularize collection call numbers; ongoing program to repair and replace damaged books; awarding of National Endowment for the Humanities We the People Bookshelf for both the main library in Alpine and the branch in Marathon; awarding of the Picturing America materials from the NEH; receipt of a collection of books celebrating Jewish heritage; expansion of the Spanish-language materials collection; institution of better record keeping (e.g., for reference transactions, public-access computer use, general circulation by material type, interlibrary loan requests); staff continuing education; installation of privacy screens for public-access computers; publication of quarterly newsletter; increased operating hours for Re-Reads used-book store; collaboration with Workforce Solutions Upper Rio Grande in GED (in progress) and ESL (in planning stages) efforts; free public-access computers.

Staff and Volunteers

One full-time employee, the director; 5 part-time employees

Volunteers contributed more than 3,250 volunteer hours in 2009 (Alpine main library: 3,078; Marathon branch: 172)

Population Served

Alpine is located in the northernmost part of Brewster County, Texas—an area encompassing 6,193 square miles and larger than the states of Delaware and Rhode Island combined. There are 1.4 persons per square mile in Brewster County, compared with 76.5 in the rest of Texas. Residents living in the southern portion of

the county—Big Bend National Park, Terlingua, and Lajitas—have to travel over 100 miles of desert highway to access significant library services. Residents of Alpine are 70 miles from the nearest Interstate Highway, two and a half hours from the nearest commercial airport.

Isolation is a barrier for the citizens of the area, but it is not the only one. Poverty, underemployment, low educational attainment, and language barriers further isolate the community.

Data from the 2000 Census highlight characteristics of Brewster County:

Population	9,048
% Hispanic	44.0
% Caucasian	37.0
% all other	19.0
% for whom English is a second language	43.0
% of adults earning less than \$25,000 per year	46.0
% of population with less than a high school education (U.S. = 19.6)	21.4
% of population with less than a ninth grade education (U.S. = 7.5)	13.4

The state's demographers predict growth in Brewster County in the next decades:

Year	Total	Caucasian	African American	Hispanic	Other
2010	9,600	4,767	110	4,600	123
2015	9,809	4,663	113	4,901	132
2020	9,941	4,523	117	5,160	141
2025	10,049	4,361	122	5,418	148
2030	10,083	4,144	123	5,663	153
2035	10,078	3,899	126	5,897	156
2040	10,050	3,644	132	6,116	158

Description of the Proposed Program

The Alpine Public Library must address the physical space needs of the organization. This will be accomplished through the construction of a new facility designed according to the standards of the Texas State Library and Archives Commission's standards for facilities and the assessment of the specific needs of our patrons.

Current Conditions	Recommended Standard	Proposed Solution
3,800 sq ft	10,000 sq ft for a branch library	±8,500 sq ft main library
40 seats	70–100 seats	At least 77 comfortable seats throughout library
209 sq ft of meeting space	700 sq ft	997 sq ft community meeting room with kitchenette
396 sq ft of work space	600 sq ft	670 sq ft work area for staff, with separate office for director
132 sq ft for computer workstations	250 sq ft	385 sq ft for public-access & children's computers, near reference area

With a larger facility, the Alpine Public Library will be able to extend services to its primary focus—children and the elderly. Although we cannot meet the Texas State Library and Archives Commission's square footage standards for reasons of cost, we believe our very flexible floor plan will accommodate all programming needs for many decades. Our proposed community meeting room is larger than the recommended standard for a branch library (the closest facility in size for which we are able to find recommended standards), but Alpine has no community meeting space at present. This room will fill an enormous need and will likely be used by a great many nonprofit organizations and community groups, which now have nowhere comfortable in which to meet. We also believe we need more public-access computers than called for in the state standards because of our geographic isolation. At present, limited space and staff determine how many and what type of programs we can offer the elderly and children and teens. Our facility is not ADA-compliant, which limits accessibility for an important part of our population.

Specific Dollar Amount Requested from the Foundation and Date Payment Is Needed

Request: \$50,000, needed by June 2010, to help complete Phase III—rough interior: interior walls, doors, electrical and plumbing; and Phase IV—finish: flooring, fixtures, paint.

List All Entities Asked to Give Financial Support to the Proposed Project
(through January 31, 2010)

Source*	Amount
Governing board	\$33,400
Individuals**	477,500
Corporations**	103,400
Foundations	26,000
Subtotal	640,300
Other** (other local service organizations, memorials, anonymous)	69,500
Total received	\$709,800

* Cash only. Excludes pledges, foundation grants awarded but pending (e.g., Union Pacific), and \$300,000 federal appropriation approved but not yet disbursed.

** Individuals, Corporations, and Other categories are estimated because of changes in the database since 2006. However, "Total Received" is exact and ties to interim balance sheet of Capital Campaign account as of January 31, 2010.

Project Budget:

Alpine Public Library Construction Budget by Functional Area
(**\$166.50/sq ft est.**)

<i>Patron Services</i>	<i>Sq Ft/Approximate Cost</i>
Public entry	300/\$49,704.00
Exhibits/displays	35/\$5,798.00
Book return	30/\$4,970.00
Circulation	220/\$36,449.00
Computers	385/\$63,786.00
Periodicals/reading area	300/\$49,704.00
Children's area	550/\$91,124.00
Young adults' area	290/\$48,047.00
Multipurpose room	1,000/\$165,680.00
Staff break room	200/\$36,449.00
Director's office	150/\$24,852.00
Technical services/assistant director's office	525/\$86,982.00
Public restrooms (2)	200/\$36,449.00
Maintenance/mechanical	150/\$24,852.00
Server closet	90/\$14,911.00
Storage	675/\$111,834.00
Re-Reads bookstore	750/\$124,260.00
<i>Subtotal patron services</i>	<i>5,850/\$975,851.00</i>
Collection	
Reference (incl. Southwest, genealogy, etc.) stacks, shelving, aisles	100/\$16,568.00
Fiction (incl. children's young adults, audiovisual, large print, etc.) stacks, shelving, aisles	1,250/\$207,100
Nonfiction (incl. children's young adults, audiovisual, large print, etc.) stacks, shelving, aisles	1,250/\$207,100.00
<i>Subtotal collection</i>	<i>2,600/\$430,768.00</i>
Total	8,450/\$1,406,619.00

Alpine Public Library 2009–2010 Operating Budget

Attachment A

Note: The \$3,900 "Available Surplus" shown on the 2010 Budget is the amount that the beginning balance cash will be drawn down to support the projected activities.

Plans to Support the Project after the Grant Period:

The Alpine Public Library has strong, ongoing support from Brewster County and the city of Alpine. Citizens offer more volunteer hours each year. The Friends of the Library provide financial support through personal gifts, income from Re-Reads bookstore, and other fund-raisers. Civic clubs have made the library a major project of their organizations. All members of the Board of Directors have made a financial contribution to both the library's ongoing operations and the building project.

As part of the fund-raising campaign and once the new building is completed, funding will be sought from Brewster County and the City of Alpine to hire a full-time librarian and a part-time executive director for the new library. Annual fund-raising drives and special events will be held to supplement funding from government sources. Foundations will be approached annually to supplement funding, as will local citizens and businesses.

Numerous foundations have been or will be approached for funding. Research into locating potential donor foundations is ongoing.

Fund-raisers for both the Capital Campaign and ongoing operations are held throughout the year, including mass mailings to all households in Brewster County; a silent auction of local artists' work (2009 event netted ca. \$14,000); an invitation-only Open House / Fund-Raiser at the new, yet unfinished library for our most generous donors in April or May 2010; smaller fund-raising events throughout the year (TBD); a quarterly newsletter with ca. 600 circulation that publicizes the Capital Campaign and current programming; a sign on the site of the new library that visually reminds the community of our progress; weekly updates in the local paper.

Jaston Williams of *Greater Tuna* fame, has agreed to perform a benefit for the library when we have secured an adequate venue (construction on the Sul Ross State University campus has forced us to postpone this event). He will bring his original one-man show, *Valentine, Texas*, to Alpine during the 2010–11 season to benefit the library. We estimate ca. \$25,000 from this benefit.

Plan to Evaluate the Project:

Goal 3

The Alpine Public Library must address the physical space needs of the organization.

- Establish and charter an ad hoc Capital Campaign Committee. Established late 2006, still functioning; will be disbanded after completion of Phase IV
- Conduct an assessment of current physical space. Completed February 2008
- Prepare a case statement. Completed March 2008
- Is the building designed for possible phases?
 - Phase I (complete)—Foundation: site prep, pad, foundation with plumbing and electrical conduit
 - Phase II (complete)—Shell: completed enclosed structure
 - Phase III—Rough Interior: interior walls, doors, electrical and plumbing
 - Phase IV—Finish: flooring, fixtures, paint

- Identify the “hard cost” of the facility. \$1.4 million
- Develop a bridge budget for construction/renovation phase and for first 2–3 years in new space. Attachment B
- Every board member and staff member familiarizes themselves with the case statement and the pro forma budgets. Done
- Collect board pledges for the campaign All board members have contributed to the Capital Campaign and the ongoing operations of the library
- Develop a timeline for the feasibility study and the capital campaign. Completion of library expected in early 2011
- Feasibility/Assessment
 - Capital Campaign Committee designs a capital campaign plan. Completed early 2007
 - A scale of gifts model is developed from the identified “hard cost” of the facility. Completed January 2008
 - From the donor list, “A” list donors are identified. Completed January 2008
 - Over a period of time, staff and board assess the capacity of donors to support the project. Reviewed by Capital Campaign Committee quarterly
- Number of additional people to be served with new facility: We hope to increase number of library visits by 25% once new facility is completed. We will measure this by continuing to track library transactions, library visits, homebound patron visits, computer use, attendance at children's and adults' programs, circulation of library materials.
- Number of additional staff members hired and trained: Director has identified the minimum number of staff members she needs to continue service at current levels. We will look for additional funding for a full-time children’s librarian and a part-time executive director.
- Number of additional volunteers recruited and trained: Library director is assessing current volunteer use and developing a plan to use volunteers in more areas in current operations
- Number of additional programs developed/implemented with increased space: Library staff, board of directors, and volunteers will inventory current programming possible in 3,500 square feet; same group will study how to expand existing programming to take advantage of new space and will consult with other libraries and library professionals at the state and regional levels to identify new programming ideas for both children and adults

A List of Trustees or Directors and Corporate Officers:

- Kathy Bork, president, copyeditor, BorkEdit, white, female
- Mary Jane Morgan, vice president, retired educator, white, female
- Ken Durham, secretary, consultant, Enterprise Marketing, white, male
- Chris Ruggia, treasurer, graphic designer, Vast Graphics, white, male
- Val Beard, rancher/Brewster County judge, white, female
- Bonnie Bratton, attorney, white, female
- Anne Calaway, rancher/speech pathologist, white, female
- Carol Fairlie, professor, white, female
- Anna Kreger, social worker, white, female
- Tom Michael, general manager, Marfa Public Radio, white, male
- Johanna Nelson, Alpine City Council member, business owner, white, female
- Pete Peterson, financial consultant, white, male
- Juliette Schwab, retired educator, white, female

Names and Qualifications of Staff involved with the Proposed Project:

- Paige Delaney, *director*: master's degree; mentor, Grow Your Own Librarians program; 1 year with Alpine Public Library
- Jodye Stone, *assistant director and bookkeeper*: county librarian certification; college coursework; mentor for Grow Your Own Librarians program; 8 years with Alpine Public Library
- Mary Beth Garrett, *children's specialist/circulation assistant*: Bachelor's degree; mentor for Grow Your Own Librarians program; 7 years with Alpine Public Library specifically with children's programming
- Valerie Howard, *circulation and information librarian*: bachelor's degree; 2-time recipient of Grow Your Own Librarians grant; 2½ years with Alpine Public Library
- Janie Ferrell, *circulation assistant*: 35 years administrative and research experience; bilingual; new hire
- Nora Franco, *bookkeeper*: bachelor's degree, certificate in office systems and technology; bilingual; new hire
- Carol Townsend, *branch manager*: associate's degree; county librarian certification; 5 years with Alpine Public Library, Marathon branch

The Organization's Current Operating Budget and Year-to-Date Financial Statements:

Attachment C: Actual v. Budget as of December 31, 2009

Attachment D: Balance Sheet as of December 31, 2009

Attachment E: Profit & Loss by Class as of December 31, 2009

Attachment F: Capital Campaign Profit & Loss as of December 31, 2009

Last Certified Audit

Attachment G

Tax-exempt Status Documents

Attachment H