

## Friends of the Calaveras County Library

### Board Meeting Minutes- August 11, 2021

Meeting called to order at 9:05am.

Members Present: Pru Starr (President/WP FOTL), Diane Jarvi (Secretary/AC FOTL), Shirley Huberty (FOTCCL Treasurer), Charnette Boylan (SA FOTL), Richard Raso (Arnold FOTL), Mary Ann Evans (VS FOTL), Pat Bettinger (VS FOTL), Nancy Murray (Murphys FOTL).

Ex-Officio Members & Guests: Nancy Giddens (County Librarian), Phil Guttierrez (Literacy Director), Bob Dean (Moke Hill FOTL), and Garry Evans, guest.

Absent: Copperopolis FOTL, Ray Waller (MH FOTL), Annie Robb (Arnold FOTL).

Minutes & Agenda: June minutes approved [M/S/A]. Today's agenda was modified by adding under New Business – Chloe's Salary, and Future P.R. for the Bookmobile [M/S/A].

### REPORTS

**Literacy** - Phil reported that he is working on his budget for next year. His pool of tutors has dried up due to COVID. He has one person who can tutor, and one person he needs to train to work in the jail once it opens. He currently has 16 learners enrolled, and efforts are underway to recruit more tutors. His projected revenue is \$104,427. [See complete report attached].

**Bookmobile** - Shirley discussed the problems she has been having with Pay Pal in getting our \$18,000 that has been donated to the Bookmobile. Tricia was unable to be with us today. We are almost at our goal. Further discussion details can be found under New Business below.

### **Librarian-**

- **West Point Library:** The new BA will be open on Saturdays, and offer some type of craft or programming event to hopefully draw more patrons. WP was closed for over a year due to COVID, and will need to start all over again to draw in patrons and children.
- **Children's Programing:** Nancy has 8 applicants interested in filling our children's program vacancy.
- Fran Devlin, a long time branch assistant in the Arnold Branch will be retiring tomorrow, August 12th. Nancy has 6 applicants to interview for Fran's replacement.

- Zip Books: Nancy is waiting for our new allotment for zip books. Last year she received \$12,250, and she hopes to get more this coming year. She has a number of requests for zip books sitting on her desk.
- Summer Reading 2021: The summer reading program went really well this year. The event ran for 8 weeks and we had 590+ children enrolled in the program. The top reader in each age category were boys this year.
- Lunch at the Library: Nancy was very pleased with this year's lunch program. We gave out 4,062 lunches. All locations worked well. New to the program this year were: Railroad Flats which got 38-40 lunches, and Moke Hill which had about 15 lunches a day.
- Bookmobile: We were disappointed to hear that the bookmobile will be delayed until late November or early December. See further discussion below.  
[See Nancy's full report attached].

**Treasurer**: Chloe emailed everyone the July 2021 Treasurer's report. [See attached copy]. We currently have a bank balance of \$167,650.51. Our Fidelity Fund balance is currently \$905,169.15. A motion to approve the report was approved. [M/S/A].

**OLD BUSINESS**: Shirley reported that she has not heard anything from the architects in Sacramento regarding the patio plan. She will follow-up with them and report back before the October Annual meeting.

**NEW BUSINESS**: Pru asked if we wanted to hold our Annual meeting again this year. It was agreed that we would hold the meeting on October 13th at the SA library. We will discuss details at our next meeting. [*\*Add to next months' agenda*].

Shirley asked us to consider giving Chloe a pay increase since she does so much work for us, over and above the 20 hours per month she is paid for. A motion was made to increase her salary from \$20 an hour to \$25 an hour, effective immediately. [M/S/A]. A motion was also made to honor Chloe at our Annual meeting in October. [M/S/A] (*Note*: Details of the motion will be hidden until the October meeting). Shirley asked that Chloe's parents be invited to the event.

**Future Funding of Bookmobile**: Bob sent everyone an email outlining several items he felt we needed to address regarding the future financing of the bookmobile. After some discussion, the following motions were made:

- ❖ A motion was made to ending our funding on October 13<sup>th</sup> of 2021 (our Annual meeting). [M/S/A].
- ❖ A motion was made to maintain the Bookmobile Fund as a designated fund. [M/S/A].
- ❖ A motion was made to keep the interest accrued from the Bookmobile fund to go into the General Fund, as currently set up. [M/S/A].
- ❖ A motion was made by Bob to establish a restricted reserve fund with the remaining funds raised after the purchase is completed. This would include all

matching funds as well. This money would be used for the support of the bookmobile. “**Support**” is meant to be any and all required maintenance above and beyond the vehicle warranty. All required and/or desired changes to the bookmobile which would improve library services. Any necessary replacement of broken, worn, dysfunctional or obsolete equipment that is not part of the bookmobile, but necessary for the functioning of services. Additionally, these resource funds can be used for wages for the bookmobile driver and attendant. The requirement for and staffing of the bookmobile, as well as the duration of that financial support, will be determined by the County Librarian. Disbursal of these fund will also be determined by the County Librarian, in consultation with the FOTCCL Treasurer. Additional funds can be added to the bookmobile reserve account by a vote of the FOTCCL Board. Outside donations will also be accepted for any donor, but there will be no match. Motion approved [M/S/A].

Pru will ask Tricia to send out a press release letting people know that the bookmobile will be delayed until early December. Once we have something in writing, we can have Shona post this on our web pages.

Bob mentioned that we should have all of our minutes from the Board meetings available on line for people to see. It was agreed that Diane (I) would send Shona copies of the Agendas, Minutes, and any attachments beginning with January 2021, so these can be added to our web site. Both Diane and Pru also keep hard copies of these items in binders.

## **BRANCH REPORTS**

Angels Camp: The Friends did a Gazpacho soup event in late July and made a little over \$400. They are also planning a Labor Day weekend book sale on 9/4 at their new location. Duarte’s Nursery has announce they will be selling Poinsettias again this year, which the AC Friends will sell.

Arnold: Fran is retiring tomorrow. Arnold has had several Board members leave recently, so they are actively looking for more members. Richard was also interested in knowing if we are thinking about participating in next years County Fair.

Copper: No report

Moke Hill: No report

Murphys: Nancy reported that work is continuing on their upstairs improvements which includes the elevator.

San Andreas: Friends helped daily with the Library Lunch program. They are also doing a Flamingo “flocking” event to help raise money for the Bookmobile. They are asking for a \$20 donation from each house they “flock”. Cute idea!

Valley Springs: Getting back to normal. They will be having their first Board meeting in September.

West Point: Pru has a meeting planned.

Meeting adjourned at 10:55.

**Next meeting will be on September 8 at 9:00 in San Andreas.**

Minutes submitted by: Diane Jarvi