

West Sacramento Friends of the Library
Board Meeting Minutes of April 27, 2016

Board Members present: Helen MacDonald, Ken MacDonald, Susan Martimo, Lana Paulhamus; Library Staff present: Rachel Hudson; Past Board President: Lynda Campbell

Meeting called to order at 5:30 p.m. by President Helen MacDonald.

Announcements: Helen reported that during National Library Week the Friends feted the library staff with donuts and a card of thanks for their commitment and service to the AFT Library. Helen noted she will be attending an online class in grant writing targeted for libraries in June. AFT is considered a rural library in this case; hence there is no cost for the course. Helen mentioned that in response to a Non Profit Leaders Alliance survey question she suggested AFT might be a possible meeting venue for a future meeting. Due to future commitments, Lana reported to Helen that she will only continue as interim Secretary until the end of the year.

Approval of Minutes of March 23, 2016:

Susan made a motion to approve the minutes as written. Ken made the second and the minutes were unanimously approved.

County Library Report: In Patty Wong's absence Rachel passed around the County Librarian Report for March and April and the Annual Yolo County Library Report prepared by Jenny Tan.

Branch Library Report: Rachel reported that last week was National Library Week and the donuts provided to library staff by the Friends were enjoyed by all. On Saturday, April 30th from 1- 4 p.m. the library will be celebrating Dios de los Libros, Dia de los Ninos. The library will provide a laptop for use during the Big Day of Giving fundraiser on May 3rd for anyone wishing to make online donations at the library between the hours of 11 a.m. – 8 p.m.

Treasurer's Report: Susan handed out the monthly financial report. She indicated that the annual filings for FTB, IRS and Secretary of State have been completed and mailed. Susan noted that she will contact Cindy Tuttle to perform a review of the financial records for 2015.

Membership Report: Susan announced the Friends gained one new member during April.

Library Advisory Board: Susan reported that the Yolo Arts Council was successful in obtaining a James Levine Grant for an innovative program entitled *I See You*. The program being developed seeks to increase community engagement through the arts among people experiencing homelessness in Yolo County, while also raising awareness for participants throughout the region. The Yolo County Library will collaborate on the project by providing library space, support, and the participants. Artists are currently

being vetted to work with the participants and particulars regarding disposition of the finished artwork are being discussed. The program will be implemented in ten week cycles geographically, the first ten week stage will be held in Davis in the Fall, followed by a ten week stage in West Sacramento and conclude with a ten week stage in Woodland.

Old Business:

- a. Membership Entitlements Document: document is still in draft form. Tabled.
- b. Amazon Smile: Benefits will be deposited to the Friends account on a quarterly basis.
- c. Ticket Request for River Cats Tickets: request for 20 tickets for our summer reading program has been made. No decision will be known for four weeks at a minimum.
- d. Annual Membership Dinner Meeting to be held on Oct 13th: Consideration is being given to a new venue to hold our annual meeting at the Bryte Garden Café. A tour is being arranged for May 5th.
- e. Key to US PO Mail Box: The Post Office updated their box holder account form recently and noticed that information for the Friends leadership had not been updated since 1972. Whenever there is a leadership change, paperwork needs be updated at the Merkley Avenue branch of the post office. Rather than simply passing the post office box keys on to new officers, new officers must also present identification to post office staff in order that recording can be made on our account. Helen has updated the necessary account information and provided the post office with her identification. Susan and Ken must take this step in order for the account to be current and accurate.

New Business

- a. April Book Sale: Lynda Campbell presented the results of the book sale held on April 16-17th. Lynda indicated her effort to publicize the book sale in City iLights was successful. Total amount derived from book sale was \$1144.35. Lynda reported there were enough volunteers to set up and tear down. A suggestion was made to increase the price of the Sunday “bag of books” to \$4.00 dollars from the current \$3.00 price. Pros and cons were discussed. A decision was made to add this topic to the agenda of the May board meeting. The next book sale is scheduled for August 20-21, 2016.
- b. BIGDog Updates: Helen requested all board members to make their donations between 3:00 a.m.- 4:00 a.m. on May 3rd if possible. Prize monies will be given to the non-profit who records the most hourly donors and the most money raised hourly. The 3:00 a.m. time slot seemed the best shot for winning the \$1,000 in each of the categories.
- c. Sacramento Republic FC Soccer Request for Tickets and Grant Opportunity: Helen has requested game tickets to help support the summer reading program. Susan made a motion to apply for a \$20,000 grant from the Sacramento Republic, deadline to apply is May 15th, and application must be completed on-line. Ken made the second and the motion passed.

Next meeting will be held on May 25, 2016 at the new time of **6:30 p.m.**

Meeting adjourned 7:07 p.m., Lana Paulhamus, Secretary