

West Sacramento Friends of the Library
Board Meeting Minutes of March 23, 2016

Board Members present: Helen MacDonald, Ken MacDonald, Susan Martimo, Lana Paulhamus, Library Staff present: Shuqin Jiao (Regional Library Supervisor), Kate Bellock (Library Assistant), and Patty Wong Yolo County Librarian.

Meeting called to order at 5:33 p.m. by president Helen MacDonald.

Announcements:

Helen introduced Kate Bellock the new half time Library Assistant at the Arthur Turner Library. She also announced that Don Avery had recovered from surgery and is volunteering again at the Alcove.

Approval of Minutes of February 24, 2016:

Ken made the motion to approve the minutes as written, Helen made the second, motion carries.

County Library Report:

Patty discussed the Library Advisory Board's intention to develop a facilities master plan and an RFP for a second location of a library in West Sacramento in the area south of the barge canal.

Branch Library Report:

Shuqin discussed the library's progress for the month of March and handed out the calendar for April. Susan will include the calendar on Facebook and Twitter. Shuqin also handed out library use statistics comparing February 2015 and February 2016 showing annual increases in every category. Shuqin continued her report and indicated that the Yolo Library has added more hours because of public demand. The library is now open on Saturdays from 1-5p.m. Knights Landing Library has extended hours on Tuesdays and is now open from 3-8 p.m. Clarksburg Library staff is working on their budget, and is in the process of repairing the rest rooms.

Treasurer's Report: Susan indicated that the 990N has been filed with the IRS. Rachel Hudson requested funding from the Friends but we deferred this request until after the book sale in April and the results of BIGDoG. Susan handed out the February monthly income and expense report.

Membership Report: Susan reported that we have 3 new members and distributed an updated member list.

LAB (Library Advisory Board) Report: The LAB will hold their next meeting on April 13 at the Arthur Turner Library. Meeting will start at 6:30 p.m. WSFOL will provide refreshments and promote the Big Day of Giving.

OLD BUSINESS

Security for Alcove: Helen indicated that the Alcove will close 1 hour before library closing in an effort to avoid theft of books and magazines. Ken posed the idea of installing a fake camera; Patty thought that might run into "legal considerations". She will discuss with legal counsel.

Request to Contribute to Internet Upgrade: Our share of the Yolo County Library's internet upgrade cost would be \$3500 and can be divided into five yearly installments. The upgrade would increase capacity to 10 G's. Ken suggested that we table the issue until after the Big Day of Giving on May 3rd. The first payment will come due on June 1, 2016.

Change Board Meeting Time: Ken made a motion to change our meeting start time from 5:30 to 6:30 pm. People who are interested in joining and participating on the Board have noted they are unable to attend at the current time of 5:30 p.m. Time change will become effective for the May meeting. Susan made the second and the motion carries.

NEW BUSINESS

Big Dog Updates: Helen reported that the WSFOL won Honorable Mention on the Tweet Challenge. During the Big Day of Giving on May 3, 2016 WSFOL will have a table at the library from 11:00 AM until closing to encourage donations. A dedicated computer will be available in the library for donor use.

Membership Entitlements: Helen also handed out a draft document “West Sacramento Friends of the Library Members” delineating the benefits of WSFOL membership. Suggestions and deletions were brought forth. Helen will revise and bring to the next meeting for review.

Amazon Smile: Susan reported that the application for WSFOL to participate in the charitable arm of Amazon, Amazon Smile, has been completed. Anyone shopping on Amazon can now choose WSFOL as their charity of choice on Amazon Smile and Amazon will donate a small portion of each sale to WSFOL.

Request for River Cats Tickets: Helen asked for Board approval to apply for River Cats tickets to be used as prizes for this year’s Summer Reading Program. Susan made a motion to apply for tickets. Ken made the second and motion carries. Helen will submit the application.

Annual Membership Meeting: The Annual Membership meeting will be held on Oct. 13th. The location being considered is the Bryte Gardens Café. Price for the meal will need to be determined.

Non Profit Postage: Helen asked whether non-profit postage is more economical than regular postage and whether WSFOL should consider employing it. Susan reported that the postage is less expensive; however, the mailing must be for a large quantity in order to qualify and must be sorted by zip code in order to take advantage of the savings.

April Book Sale: The Book Sale is scheduled for Saturday and Sunday, April 16-17th. Shirley Waterman will help with set-up, but will be on holiday during the book sale and the week following.

Next meeting April 27, 2016
Adjourned at 7:30 p.m.
Lana Paulhamus, Secretary