

## MINUTES

**Board Members in Attendance:** Alex Hirsch, President and Interim Treasurer; Traci Dawn, Vice President; Michelle Dylla, Fundraising Chair; Dana Christy, Yolo County Library Regional Manager

Meeting called to order at 6:07 PM.

### Announcements:

- Traci – **WSFOL Book Sale on Saturday, February 3rd**. Volunteers are scheduled to set up book sale and help with clean up. Book Sale will be in Library lobby because community room is occupied by volunteer tax preparers. Dana recommends Book Sale start at 10am when Library opens to the public and Board agrees. Traci asks if Library could replace bulletin board in Friends Alcove with additional shelving for books. Dana explains WSFOL would have to pay for cost of additional shelves, which are quite expensive. For high-value books donated to WSFOL that occupy storage space, Traci suggests contacting Davis Friends of the Library and selling books to them to put on stock in their book store.

### Membership Report:

- Alex – Gives membership numbers (in absence of Secretary and Membership Chair Kristin Peacock): 7 renewals, 2 new members, 55 life members.

### Treasurer's Report:

- Alex – **January 2024 Report**. Ended the month with \$25,776.29 in the WSFOL bank account. Alcove sales of over \$700 in January! Monthly expenses include BigDOG registration fee and American Library Association annual membership fee.
- Alex – **2024 Budget Proposal**. Alex explains the budget process, which involves the Board discussing a proposed budget for the year in January, adopting a budget in February, and reviewing/revising the budget at mid-year as needed. Starting balance for WSFOL is \$24,885.92. Alex explains he takes a cautious approach as Treasurer with conservative estimates for expected income. Alex proposes expected income of around \$16,000 from book sales, fundraisers, etc. This would be around \$2,000 higher than expected income in 2023, and around \$4,000 lower than the actual income in 2023, which was boosted by several generous donations. Alex proposes expected expenses of around \$19,000. This includes \$14,600 requested by the Library for support of library programs, books and other collection materials, and staff support. The remaining expenses would be membership costs and administrative expenses such as insurance, mailing, and government registration fees. Board discussed adding an additional expense of \$750 for library

staff appreciation, similar to what was approved last year. Alex will update 2024 budget proposal as discussed and return to Board in February for adoption of a budget.

#### **Old Business:**

- Alex – **2023 Annual Meeting Supplies.** Alex shares he is storing surplus water bottles and Snapple bottles from last December’s annual membership meeting and suggests donating them to Library staff. Traci asks that some drinks be set aside and made available to WSFOL volunteers working in the Friends Alcove.

#### **New Business:**

- Michelle – **Book Drive Box Spring Pilot Proposal.** Michelle proposes new WSFOL program to expand community footprint and partner with local businesses. Book drive boxes will be dropped off at participating businesses where the public can donate books to WSFOL and Library/WSFOL events can be advertised. WSFOL volunteers would check the boxes weekly. Participating businesses would be highlighted by WSFOL, and winning book donation site would be featured on social media. Michelle will reach out to several local businesses to participate, including He-Brews Coffee, Ashaka Yoga, Bryte and Broderick Community Center, Nine8 Comics and Games, and more. Michelle’s timeline is confirming participating businesses and assembling boxes by end of February, having boxes at participating businesses in March and April, and announcing the winning book donation site in early May.
- Alex – **2024 Calendar Dates.** Alex shares outline of WSFOL events in 2024, including Board meetings at the end of each month, potential fundraisers, and WSFOL Annual Membership Meeting. Alex will ask Bryte Café if they can host the membership meeting on October 24.

#### **Library Branch Report:**

- Dana – Shares November 2023 and December 2023 branch reports. The number of library programs offered and the number of attendees at library programs continues to increase since the pandemic. Library staff deeply appreciated WSFOL’s contribution to the staff appreciation event at the end of 2023. Search continues for Dana’s replacement as Yolo County Library Regional Manager.

#### **County Librarian’s Report:**

- Dana – Progress is being made on the new Yolo County Library branch in South Davis, though some state funding grants have come into question. Library Book Mobile continues to be in process as work is done to complete van that can provide Wi-Fi and emergency charging for Library patrons as well as continuous air-conditioning for Library staff even when engine is turned off, with delivery expected sometime in February. The main Library staffer for the Book Mobile will be Maria,

West Sacramento Friends of the Library  
Board Meeting  
Arthur F. Turner Community Library  
Wednesday, January 31, 2024  
**6:00 p.m.**



which will open up another vacant position at the Arthur F. Turner Community Library.

**Library Advisory Board (LAB) Report:**

- Alex – Kristin Peacock is the new chair of LAB, and Rosaria Berliner is no longer the LAB representative for Yolo County Supervisor District 1 so there is currently a vacancy.

**Next Board Meeting:** February 28, 2024 at 6pm

Meeting adjourned at 7:20 PM.

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