

West Sacramento Friends of the Library
January 25, 2017 Board Meeting Minutes

Board Members present: President, Alex Hirsch; Vice President, Ken MacDonald; Secretary, Helen MacDonald; County Library Staff: County Librarian Patty Wong; Staff Librarian, Shuqin Jiao; Library Advisory Board member, Mark Fink; Guests: Oscar Villegas, County Board of Supervisors; Carol Strunk; Peg Durkin; Nadine Bollard; Gloria Cedillo

Meeting was called to order at 6:00 p.m. by President Alex Hirsch.

Announcement: Alex Hirsch announced the departure of Patty Wong to accept the position of City Librarian for the Santa Monica Library. On behalf of the Board, Alex thanked Patty for her support of and commitment to WSFOL over the years. Patty indicated that the move to Santa Monica was bittersweet, a great opportunity to work in a smaller community who is 1 of 5 in per capita spending in the country; but leaving behind a community of dedicated and committed library enthusiasts. Oscar Villegas lauded Patty for her non-traditional efforts in bringing library services to a new level and as a champion of where the library stands today.

Approval of the November 30, 2016 Minutes: Motion to approve board minutes of the November 30, 2016 meeting, with the following edits to the River Cats Foundation grant application: the request to \$4,000 and addition of the mission statement, was made and seconded; motion carried.

County Library Report: Patty shared the County Library report for December 2016 and January 2017. A highlight of the report – the twenty-year Facility Master Plan is being formalized and as part of the process four community based input meetings will be held, with the March and April meetings to be held in West Sacramento. The Library Advisory Board will also be a part of the plan review process. The plan includes ideas for library services not as yet seen, including pop-up libraries and joint uses for library branches. Patty mentioned that the 2016 Library Highlights document will be available soon for distribution to all branches.

Branch Report: Shuqin shared a comprehensive seven page “Year in Review” document produced by Touger Vang. Shu reported on the success of the “Program in the Box” kits stating that parents and teens enjoy the program as much as the young patrons it was originally designed for. Over 200 kits have been checked out since program inception. A new program entitled “We Are Here” is on site at the branch on Wednesdays from 11-1 PM to help the unemployed with services and outreach.

Treasurer Report: Ken made a motion, Helen seconded, motion carried to table any discussion of and decision regarding adoption of the 2017 budget until Board Treasurer Susan can be present at the meeting.

Membership Report: No formal report was given; however, Helen noted since the last meeting a Sacramento resident who enjoys using the AFT joined WSFOL at the Patron level.

Old Business:

- a. Requests of LAB Members Mark Fink and Susan Martimo – Per request of the board, Mark Fink is now remitting LAB meeting minutes to the board. Board thanked Mark for this action.
- b. Membership Fees Increase – Discussion was held and Ken recommended raising the regular membership from \$5.00 to \$12.00, ‘buck a month’. Alex moved to drop the regular membership fee of \$5.00, raise the regular fee to the \$12.00 and drop contributing member membership category. Ken seconded, motion was approved. Patty suggested a Membership Committee be established, as per the bylaws. Alex directed that nominating and adopting a Membership Committee chair be added to the next board meeting agenda as an action item. Mark Fink volunteered to create a Survey Monkey instrument with Alex to poll the membership regarding membership ideas and goals moving forward.

- c. Review Current WSFOL Bylaws – Patty and her staff will provide the board with copies of the other Friends groups bylaws. The Executive Committee will meet to review and discuss.
- d. Addition of Ethics to By-Laws – The Executive Committee will meet to review and discuss the Ethics Policy as written by the Yolo Friends of the Library.
- e. Non-Profits Insurance Alliance of CA- use of non-owned autos - Tabled until further notice.
- f. Thank You/Progress Report to 2016 BigDOG Donors – Motion was made, seconded and approved to send short note of thanks, buzz about what we are currently doing, and reminder of the upcoming BigDOG 2017 on May 4, 2017. Carol Campbell volunteered to write notes to the donors.
- g. Broderick Support – Book Bike Idea – Tabled until Patty can determine if she could have the existing book bike brought over to East Yolo on a semi-permanent basis. Library staff will come back to the board in a few months with ideas for assistance.

New Business:

- a. Nominate Candidate for New Yolo County Library Endowment Fund – Patty Wong announced that Margaret “Peg” Durkin of the University of California Davis Law Library had submitted her application for board candidacy with the Yolo County Library Fund.
- b. Discuss the WSFOL 2017 Grant Application to the River Cats Foundation – Helen reported that all application documents have been assembled. A suggestion was made to include letters of support. Patty Wong indicated her staff would submit a letter and the board made a request of Carol Strunk, Oscar Villegas’ assistant, to have Oscar submit a support letter.
- c. Discuss the River Cats 500 Ticket Fundraiser – Patty Wong reported that May 26, 2017 will be Yolo County Library Night at the River Cats game. A representative from the library will throw out the first pitch, Summer Reading Program will be promoted, the library will participate in a 50/50 raffle, fireworks will be presented, and a table will be available for the library to showcase its programs and services. She requested each Friends group to help in purchasing 40 of the 500 tickets that need to be sold for the event. Of each of the \$12.00 tickets purchased, \$2.00 will go directly to the Library Summer Reading Program. Patty reminded the board that tickets purchased by WSFOL could be given as prizes for the summer program as the tickets will be honored through the end of the baseball season. Helen made a motion to purchase forty tickets, Ken seconded, the motion carried. Mark Fink made a donation of \$120.00 to help offset the \$480.00 cost.
- d. BigDOG 2017 Updates – tabled.
- e. Discuss the Recent \$1,000 Donation from the Zacky Family Foundation – tabled.
- f. Determine WSFOL’s Membership Status in the West Sacramento Chamber of Commerce – tabled.
- g. Update Key Contacts List for 2017. Accurate as written.
- h. Update the WSFOL 2015 document. Tabled.
- i. Discuss the Creation of a Web Site or Facebook Page for WSFOL - Facebook page is current. Web Site discussion tabled.
- j. Update WSFOL Library Display with Photos of Board Members – tabled.
- k. Hand Out Membership Brochure with Each New Adult Library Card – tabled.
- l. Add “Man or Woman” a Table at the Library to Members’ Activity List – tabled.
- m. Discuss Location for October 2017 WSFOL Annual Dinner – tabled.

Next board meeting will be held on Wednesday, February 22, 2017 at **6:00 p.m.**

Meeting adjourned, 8:30 pm. Helen MacDonald, Secretary