

West Sacramento Friends of the Library
April 26, 2017 Board Meeting Minutes

Board Members present: President, Alex Hirsch; Vice President, Ken MacDonald; Secretary, Helen MacDonald; Staff Librarian, Dana Christy; Library Advisory Board member, Mark Fink; Membership Chair, Nadine Bollard; Guest, Jo Daly

Meeting was called to order at 6:05 p.m. by President Alex Hirsch.

Announcements: Alex Hirsch announced upcoming events: Big Day of Giving on May 4, 2017; Yolo County Library Night at the Sacramento River Cats on May 26, 2017; and the WSFOL Book Sale on June 17-18, 2017. Ken MacDonald suggested a special promotion in honor of Father's Day that Sunday – fathers who display a photo of their children to receive a bag of books for \$2.00 rather than the usual \$4.00 price.

Approval of the March 29, 2017 Minutes: Helen moved to approve board minutes of the March 29, 2017 meeting as amended; Ken seconded the motion; the motion carried.

County Library Report: Dana Christy reported that the County Librarian position has now been posted. Another position, the one previously held by Dana at the Davis branch library, is now open as well with an emphasis on bilingual Chinese speaking applicants. There is also an opening for a First 5 Ready for Kindergarten position responsible for bilingual story times.

Dana noted that Arthur F. Turner staff have been deliberately slow in spending WSFOL funds out of a concern for WSFOL's financial balances. Reassurance was given by Treasurer Susan Martimo that WSFOL financials are healthy and sound. The Board expressed its expectations that the budgeted monies be spent by library staff. The Yolo branch library will soon be receiving a portable building to house the library while plans move forward on a permanent facility.

Branch Report: Dana distributed the statistical comparison report of library services offered in March 2016 and March 2017. She noted that the annual Dia de los Ninos event would be celebrated April 29, 2017 complete with dancing, arts and crafts, and with a free book given to each child who attends the program. In staffing news, Dana indicated that Touger will soon transition from his current role overseeing youth services to focus on adult services exclusively.

LAB Report: Mark Fink reported on his attendance at the Yolo County Library Facilities Master Plan Conversations held at the Arthur F. Turner branch library. He noted that lively participation by the numerous attendees, and skills of the facilitators made for a successful event. The Yolo County Library Foundation held its first meeting on April 24, 2017. Discussion was held on such topics as how the Foundation is different from Friends groups, how to ensure competition does not arise with Friends groups when seeking monies, creating bylaws, the possibility of becoming a 501(3)(c), how to set fundraising priorities. Mark noted that the Foundation is managed by the Sacramento Regional Foundation which has the initial \$25,000 seed money. Meetings are held the

fourth Monday of each month at 5:30 P.M. and rotate between library branches. Mark will inquire as to whether the meetings are open to the public.

Treasurer's Report: Tabled.

Membership Report: Tabled.

Web Site Report: Alex reported on the brand new WSFOL website to a very enthusiastic and grateful Board. He explained the behind the scenes mechanics and answered questions. A suggestion was made to highlight the Yolo County Library system on the web site.

Old Business:

a. Non-Profits Insurance Alliance of CA- use of non-owned autos: Mark noted that his insurance agent recommended adding use of non-owned autos as an item under general liability or add a rider to an existing policy. **Action:** Helen will query the Davis Friends to determine what they are doing. Mark will get a quote for use of non-owned autos insurance from his carrier Summit Insurance. Susan will request a quote from our carrier to add use of non-owned autos. In addition, Susan will share the current policy with the Board.

b. Discuss status of West Sacramento Community Foundation grant: Mark reported that the grant was submitted. The grant application for \$2,000 will piggyback on the \$1,000 Zacky Family Foundation grant. He crafted the application with input from Dana and Touger on purchasing materials for early literacy story times and books. Potential measurement tools were discussed: survey, number of new library cards, people attending programs.

New Business:

a. BigDOG2017 updates: Logistics for the May 4th event were discussed. Alex reported he was notified by Josh Sullivan that Burgers and Brew will partner with WSFOL to host a table outside the main restaurant entrance that evening. **Action:** Alex will recreate the WSFOL membership trifold and create business cards that include notice of the June 17-18 Book Sale on the back. Ken and Helen will staff a WSFOL table at the library from noon to 5:00 P.M.; Alex will staff the WSFOL table at the restaurant from 5:30-9:00 P.M. with assistance from Mark and Nadine. Helen will complete edits of WSFOL newsletter and coordinate with Dana for printing and Carol Campbell for mailing prior to May 4th. Alex will email membership with reminder of the event. Helen will craft an ad for the News Ledger, and contact them for print availability and cost.

b. Discuss sending a letter of support for SCA-3 before its May 2nd hearing: Mark shared the history of the legislation previously introduced two years ago by Senator Dodd. The legislation would lower the percentage of votes from two-thirds to fifty percent needed to pass library construction bonds. Ken suggested that as a 501(3)(c) WSFOL should abstain from political activity; however, support letters from WSFOL individuals would be appropriate.

c. Discuss membership incentives: Tabled.

d. Discuss possible speakers for the October 19, 2017 Annual Dinner Meeting: Tabled.

- e. Discuss adding photos of WSFOL officers to WSFOL display board: Tabled.
- f. Hand out membership brochure with each new library card: Tabled.
- g. Add 'Staff a Table at the Library' to members' activity list: Tabled.

Next board meeting will be held on Wednesday, May 31, 2017 at **6:00 p.m.**

Meeting adjourned, 7:50 pm. Helen MacDonald, Secretary