

West Sacramento Friends of the Library
May 30, 2018 Board Meeting Minutes

Board Members present: President, Alex Hirsch; Vice President, Ken MacDonald; Treasurer/Interim Secretary, Helen MacDonald; Communications Chair, Aria Berliner; Yolo County Librarian and Archivist, Mark Fink; East Yolo Regional Library Manager, Dana Christy; Guests, Carol Campbell, Charlotte Dorsey, Danny Friedman, Miguel Molle

Meeting was called to order at 6:08 p.m. by President Alex Hirsch.

Announcements: Save the Date! West Sacramento Friends of the Library (WSFOL) will be hosting its Summer Book Sale on Saturday, June 16th from 9am to 4pm and Sunday, June 17th from 10am to 3pm. WSFOL raised over \$5,000 during this year's Big Day of Giving fundraiser on May 3rd. Thank you everyone for your support! Charlotte Dorsey announced that Via will reach out to library staff about doing a training at the library.

Approval of the April 25, 2018 Minutes:

Action: Alex Hirsch moved to approve the amended minutes of the April 25, 2018 board meeting. Ken MacDonald seconded the motion; the motion carried.

Treasurer's Report:

Helen MacDonald distributed the income and expenses statement for May 2018. In addition, Helen distributed Big Day of Giving donor information and estimated donations. Helen also provided a report of WSFOL income and expenses to date since January 1, 2018. Following up on last month's QuickBooks discussion, Helen suggested waiting until a new treasurer is elected at the October Annual Meeting to allow them to choose their preferred software. Ken MacDonald pointed out that the QuickBooks subscription fee is \$20/month (\$240/year) and that the subscription may not be the best use of WSFOL funds. The discussion was tabled until a new treasurer is elected. Alex will draft a thank you letter to Louie Campos for conducting and completing the past two WSFOL audits. Dana Christy will ask Vaile Fujikawa to attend the next Board meeting to report what the BigDOG money will be spent on.

Membership Report:

Nadine Bollard was not present, but membership cards have been mailed out in time for the Summer book sale.

Old Business:

Alex—Update about West Sacramento Civic Leadership Award and West Sacramento Community Foundation grant application: The Arthur F. Turner Community Library did not receive the Civic Leadership Award announced at the State of the City Address on May 3, 2018. This year's Civic Leadership Award was given to Code for Hood, a non-profit that helps youths, ages 12-17, learn about different technologies like 3D printing, web design, machine learning, etc. WSFOL did not receive the West Sacramento Community Foundation grant. Alex received an email stating that there were a record number of organizations that applied this year. West Sacramento Community Foundation is sponsoring an "all charities raffle" in August and WSFOL could participate.

Alex—BigDOG 2018 Recap: Alex said a big thank you to everyone who helped with making this year's BigDOG a success. Alex suggested that if we continue to participate in BigDOG, we should plan earlier. Mark Fink suggested contacting Jackrabbit Brewery earlier. Mark also suggested asking them to make a special brew for the group which could be called "WSFOL

brew” or something similar. Ken suggested a theme of “Books and Beer”. Ken also suggested talking to Jackrabbit to plan an event with the brewery between now and the next BigDOG.

New Business:

* *Alex—Discuss proposed guest speakers for Annual Dinner Meeting:* The group discussed speakers to invite to the annual dinner and Alex will contact Beth Ruyak to speak at the Annual Meeting and report back next month. Alex will also check with the venue to see if speakers are allowed to sell or sign books or other items.

* *Alex—Discuss proposal from other Friends groups to participate in a joint training event on recruiting and mentoring new volunteers:* Alex reported that the President of the Winters’ Friends of the Library reached out to the presidents of the other Friends groups to gauge interest in participating in a joint training on recruiting and mentoring new volunteers with Becky Lunders. The cost for the program would be \$1,500 and would be equitably split among the Friends groups. Mark mentioned that Yolo County Library would most likely pitch in to bring down the overall cost of the training for the groups. Mark suggested that the Board estimate how much WSFOL would be willing to spend to take part of this program. **Action:** Alex made a motion to allocate up to \$200.00 as WSFOL’s participatory share of cost in a potential Friends group joint training event. Ken seconded the motion; the motion carried. Alex will email the other Friends groups with WSFOL’s willingness to participate if the event is on an evening or weekend.

* *Alex—Discuss creating WSFOL legacy project:* Alex brought up that in the last meeting, there was discussion about new WSFOL members not knowing the history of the organization. Alex suggested that the group begin to chronicle the history of WSFOL, by digitizing correspondence from the 1960s, the history book of newspaper articles, etc. Helen suggested that at the annual dinner we have older members record their memories of WSFOL. Charlotte informed the Board that radio station KYWS 92.9 will feature the library and other community organizations. Mark suggested speaking with members at the book sale in June. The group discussed scheduling people to record their stories. Aria Berliner suggested that the Board play those recordings at the Annual Meeting. Helen and Carol Campbell both expressed interest in working on this project.

Branch Library Report:

Dana distributed the branch library report which included the statistical comparison between April 2017 and 2018. Helen pointed out that the library had more customers in 2018 than in 2017. Dana highlighted the Summer Reading Kick-Off Community Potluck event that took place on May 20, 2018. More than 60 people attended the Community Potluck including Mayor Christopher Cabaldon, City Councilperson Beverly Sandeen, and City Councilman Chris Ledesma. Dana emphasized two upcoming events: On June 1, 2018 there will be an “I See You” event at the Arthur F. Turner Community Library and food will be served. The second event, “Juneteenth” will be happening at the Davis Senior Center on June 3, 2018. Dana mentioned that VITA tax is interested in reserving the Community Room from February 2 through April 15 for the 2019 tax season. Dana will reach out to Lynda Campbell regarding calendaring the Community Room for potential upcoming book sale dates before the VITA dates are reserved.

County Librarian’s Report:

Mark Fink emailed and distributed printed copies of the May report but hasn’t done the June report. The Library presented its complete budget presentation at the Board of Supervisors meeting on May 22, 2018. Mark mentioned that the next LAB meeting will be in Clarksburg on June 13, 2018. The Yolo County Library received a grant for a 10-week ESL program for caregivers in Esparto where the library will provide childcare and a meal. The goal of the program is that caregivers can feel more confident with basic life skills (e.g. talk to their children’s teachers, make a doctor’s appointment, etc.). The Esparto Regional Branch will be offering an ESL class for free and there will be Yolo Reads tutors to facilitate English speak after

class, 2 times per week. The course will be offered on Tuesday and Friday mornings before the library opens. The library is trying to schedule classes when farm laborers are available. The semester won't run on a traditional academic calendar, Mid-September-March. The archives renovation project is moving forward and uses funds from increased property taxes and library position vacancies. The library received a grant from Dollar General.

LAB Report:

Both LAB representatives were absent this meeting. The next LAB meeting is on June 13, 2018 in Clarksburg.

Website Report:

Aria Berliner reformatted the website report to include page views and unique visitors from the previous month and previous year. In May 2018, there were 574 unique visitors which shows a small increase from April 2018 and more than two times greater than May 2017. In May 2018, there were 1,350 page-views which is about 300 more views than April 2018 and nearly 1,000 more than May 2017. Aria also included a new statistic: average page views per person, to represent how many people are visiting the site and then immediately leaving or if they are interested in the group and looking at other pages. Aria updated the website to include Spanish and Russian "Join" pages.

Next board meeting will be held on Wednesday, June 27, 2018 at **6:00 p.m.**

Meeting adjourned 8:08 pm. Aria Berliner, Communications Chair