

West Sacramento Friends of the Library
January 31, 2018 Board Meeting Minutes

Board Members present: President, Alex Hirsch; Vice President, Ken MacDonald; Treasurer/Interim Secretary, Helen MacDonald; Membership Chair, Nadine Bollard; Yolo County Librarian and Archivist, Mark Fink; East Yolo Regional Library Manager, Dana Christy; Library Advisory Board (LAB) District 1 Representative, Stephanie Chavez; LAB City of West Sacramento Representative, Susan Martimo; Guests, Carol Campbell, Traci Dawn, Charlotte Dorsey

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

Announcements: Introduction of new LAB member Stephanie Chavez, representing District 1. Alex announced the upcoming WSFOL book sale to be held on April 21 and 22, 2018 in the AFT Community Room.

Approval of the December 20, 2017 Minutes: **Action:** Ken MacDonald moved to approve minutes of the December 20, 2017 board meeting. Nadine Bollard seconded the motion; the motion carried.

Treasurer's Report: Helen MacDonald distributed income and expense sheets for November and December of 2017 and the January 2018 Income/Expense statement. Helen will make a deposit of remaining January income on February 1, 2018, update January income statement and email Board with final January numbers.

Membership Report: Nadine reported sixty household memberships are current for 2018. Twelve members from 2017 or prior years have yet to renew.

Old Business:

Dana – Discuss Arthur F. Turner's budget request for 2018 fiscal year: Dana distributed AFT's proposed budget and discussed her reasoning for specific requests. Helen distributed a proposed 2018 budget for WSFOL with the approved 2017 budget and actual income and expenses from 2017 as reference points. **Action:** Ken moved to vote on proposed 2018 WSFOL budget at the next board meeting. Alex seconded; the motion carried.

Helen – Discuss short-term solutions for unacceptable donation removal: Helen reported that she, Ken and Nadine were periodically taking boxes of 'trashed' book donations to International Paper.

Ken – Discuss search for new location for book storage: Ken suggested the Board not seek an outside storage option at this time, but rather wait for six months to see how successful the new donation guidelines - posted in the Friends Alcove, on the donation bin, and shared with library staff - are in eliminating unwanted donations.

Helen – Discuss dates for "mini" book sales in the library lobby: Discussion held on timing for possible sales.

Alex- Discuss the development of officer training materials: Tabled.

Alex – Report findings of membership survey: Alex distributed tallies from the membership survey and made note that some members were interested in fundraising events.

New Business:

Alex-BiGDOG 2018 discussion-donor outreach campaign, publicity, event plan for May 3, 2018:* **Action: Alex will check with other West Sacramento BigDOG organizations regarding hosting a joint event.

**Alex-Discuss dates for 2018 WSFOL newsletters:* Susan presented a draft of the upcoming newsletter for review. Ken suggested adding back in the donation box: Life Member \$100 that had been in previous newsletters and is in the membership brochure.

Alex-Discuss renewal of WSFOL website: **Action:* Helen moved to renew the website domain name and web hosting for two years, cost \$33.90 and \$216.00. Alex seconded the motion; the motion carried. Susan suggested having more than one administrator for the website.

**Alex – Discuss protocol for social media and Internet posts:* Tabled.

Alex – Discuss location for October 2018 WSFOL annual dinner: **Action:* Alex moved the annual dinner be held at the Bryte Garden Café. Ken seconded the motion; the motion carried. October 18, 2018 was unanimously chosen by the board.

**Alex- Send a representative to county Friends meeting discussing participation in Yolo County Fair on Saturday, February 3rd:* No board member was available to attend this meeting.

Alex- Discuss donating additional books to the library as sign-up incentive for the Summer Reading Program: **Action:* Ken moved to give certain books donated to the Friends to the upcoming Summer Reading Program. Helen seconded the motion; the motion carried.

Branch Library Report: Dana distributed the statistical comparison report for January 2016 and 2017 and highlighted the success of the library's very first family movie *Despicable Me 3* held on January 13, 2018. She noted that Ana Landeros had been hired as a fulltime Library Assistant at AFT. The Federal Work Study Program in partnership with colleges will allow a Sac City College student to work in a paid capacity at AFT. Dana continues to look for a teen to participate as an Ex-Officio WSFOL board member.

County Library Report: Mark Fink distributed copies of the Yolo County Library Monthly Report and drew attention to Yolo County Library's selection to participate in the prestigious digital storytelling project "California Listens: Collecting Stories about Being Californian", a project of the California State Library being implemented by Berkeley-based StoryCenter.

LAB Report: Tabled.

Web Site Report: Tabled.

Next board meeting will be held on Wednesday, February 28, 2018 at **6:00 p.m.**

Meeting adjourned 8:17 pm. Helen MacDonald, Secretary