

**FRIENDS OF THE MODESTO LIBRARY
MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS**

June 16, 2010

The meeting was called to order at 6:30 p.m. in the conference room of the Modesto Library.

ATTENDANCE

Present: Board Members Stella Beratlis, Joan Patterson, Jonaca Driscoll, Ellen Dambrosio and Anne Britton as well as the manager for the Modesto library, Charles Teval and Clare Noonan. Absent: Barbara Quinn and Peggy Gardiner.

MINUTES

The minutes of the March 16, 2010 meeting were approved as submitted.

LIBRARIAN'S REPORT – Charles Teval

- Charles expressed the Library's thanks for the Friends efforts at the Friends' two recent book sales and for funding the requests of \$6000 for materials and \$400 for adult programming for 2010/2011, which were approved at the March 16th meeting.
- He reported that a portion of this fiscal year's FOML funding for adult programming will be used to support Adult Summer Reading Program rewards.
- The Lincoln Exhibit opened with a kick-off event Thursday June 3rd, and a program and movie on Saturday the 5th, which were well attended. The exhibit dates have been extended until July 10th. Chamber of Commerce visited the exhibit for a before-hours viewing on the 10th. The Lincoln material will be exhibited on the library portico during the 4th of July Parade.
- Because of the continued downturn in the economy and the resulting additional decline in revenue from the 1/8 cent sales tax devoted to the library system, Friday hours at the Modesto Library will be eliminated effective 26 June 2010. Also, the Magazine Desk will be closed and that service handled at the Reference Desk. Other branches will realign their current days of service to be closed Fridays as well, but maintain their present level of hours of service. Staff will be reduced and reassigned as needed to meet the new budget realities.
- The materials budget for books, subscriptions, etc. [not including the electronic databases] is also being greatly reduced, down to a level of \$200,000. However, a Public Facilities Fee fund may provide some help.

PRESIDENT'S REPORT – Stella Beratlis

- Newsletter submission deadline is July 1st, for a target publication of July 15th.
- Stella represented FOML at the All Friends Conference which was held 15 May at Salida Library. Information distributed included individual branch profiles for each library that include a history of that facility. There was discussion at the conference of a cooperative effort to hire an auditor to review each Friends group to assure compliance will State regulations.
- *YES for Libraries 2012* campaign has instituted a website at www.YESforLibraries2012.com.
- Kathi Cohn, chair of the Little Shop steering committee, will be joining the Stanislaus Library Foundation Board. Susan Windemuth has agreed to replace Kathi on the Little Shop committee.
- Grownups now have their own Summer Reading Program at the request of many readers. Salida piloted a program last year. Forms are available at Reference, online at http://www.stanislauslibrary.org/pdf/src_form.pdf and at all branches. Adult readers can submit entries for each book they read this summer. The short reviews will be posted and a drawing from submissions will be held at the end of the summer.

USED BOOK SALE – Clare Noonan

Clare reported that the one-day sale held on May Day brought in \$2800! [We all cheered.] The date was chosen to match the opening day for the Certified Farmers Market. She began organizing the sale in January and collected donations of 4,000 books – which were stored at her home. With help from friends the books were sorted into categories. Volunteers using 5 trucks delivered the books to the library the day before the sale and upwards of 20 people helped move them onto the portico, set them up and help sell them on that Saturday. Most of the books were gone by 3 p.m. The remaining books were sold by prearrangement to an online book seller, who carted them away.

Clare noted that incoming Stanislaus Library Foundation Board member Lee Ockey was so impressed with Clare's efforts that she found local storage space for future sales: Advancing Vibrant Communities is just down the street from the library and has a storage room that can be used.

The FOML board of directors expressed their joy and thanks at Clare's efforts and the results of the sale, which included a few new memberships. The news that Clare would organize another sale next year was received with equal enthusiasm.

LITTLE SHOP REPORT – Stella Beratlis for Peggy Gardiner

Peggy was unable to attend. She has submitted her resignation as General Manager as of July 1st. Stella will assume those duties on an interim basis.

- October to June net sales equaled \$2000. Stella needs to confirm interpretation of the report Peggy gave her and will be better able to answer questions after Peggy trains her on the accounting system. Jonaca will sit in on that session.
- The hours for the Little Shop have been in flux and Stella is trying to stabilize them.
- Volunteer sales staff is still needed as several original helpers have moved or are otherwise no longer available to help.
- The Shop will host a free booth reserved for non-profit groups at the 24 July, 28 August, and 23 October Certified Farmers Market on 16th Street.
- PR ideas to promote the Little Shop can be sent to Stella or Clare and are most welcome.
- Purchasing Manager for the Shop, Ellen Meyer, is identifying items that will appeal to the families attending Storytime mornings. New merchandise arrives frequently.

The Board offered its heartfelt appreciation to Peggy for her hard work and dedication getting the Little Shop up and running in its inaugural year. She literally made it possible!

SCHOLASTIC BOOK SALES REPORT – Anne Britton

CUSTOMER APPRECIATION WAREHOUSE SALE EVENT

The May discount sale receipts included \$1000 cash from Scholastic for hosting the sale, \$40 cash donations from shoppers, an estimated \$55 in new membership dues, and \$2359.98 worth of books for the library earned by the 25 volunteers who staffed the sale at \$10/hour. In addition to the 132 hours of time volunteered at the sale, our corporate community hero was once again *Dittos*. They provided fliers that were used in-house to promote the opportunity for library users to find low-cost, high-quality new books for the children and teens in our community.

SCHOLASTIC BOOK FAIR

The next sale is planned for November. Some changes will need to be made because of the Friday closure of the Modesto Library. Anne will try to arrange a delivery and pickup schedule that adds Wednesday to the sale dates with the least disruption to the Storytime schedule, which uses of the auditorium. She predicts that the income from the fall sale will be lower than in the past given the loss of Friday plus the downturn in the economy.

TREASURER’S REPORT – Jonaca Driscoll

New expenditures and assets as of June 1, 2010 were reported:

Expenses

YES for libraries	1,200.00
YES Company	100.00
TOTAL	1,300.00

Income

Scholastic, Inc.	1,000.00
Used book sale	2,876.12
Memberships	370.00
Donations	190.00
Raley’s	177.50
Save Mart	116.98
TOTAL	4,730.60

FOML Savings Account 1,282.92

FOML Checking Account

Balance from March 1, 2010	3,910.99
Deposits	4,730.60
Withdrawals	[1,300.00]
TOTAL	7,341.59

Peti Taylor Checking Account

TOTAL 1,778.28

MEMBERSHIP – Ellen Dambrosio

Current figures as of June 1, 2010 included 86 memberships paid through 2010. That's 26 more than three months ago. In May alone we got 14 new members (thanks partly to two book sales and the Bee's op ed pieces, perhaps).

Student (\$5):	1
Individual (\$15):	46
Family (\$25):	37
Business (\$100):	1
Patron (\$200):	0
Other:	1

26 other 2009 members will be renewing soon, I hope.

Income Generated From Grocery Cards

Raley’s	July 2009 through May 2010	\$500.64
Save Mart	July 2009 through March 2010	\$344.00

Ellen also reported that she has applied to Vintage Fair for the “coins in the fountain” that are annually given to a local non-profit.

OLD BUSINESS

BUDGET 2010/2011

Stella distributed an updated proposed budget [appended].

ACTION TAKEN: After review, a motion by Anne with a second by Ellen was unanimously approved to accept the budget as presented.

PETI TAYLOR FUNDS

Joan reported that only five of the original donors were still available to contact. Since the interest income is no longer enough to fund a special event program each year, none of them objected to using all of the remaining funds in the coming fiscal year. Jonaca reported that all funds are now in the Peti Taylor checking account, including the proceeds of the last CD which matured in the spring.

ACTION TAKEN: Funds from the Peti Taylor account will be used to purchase a teen area **café table and chairs** and will include a memorial plaque in her honor. The remaining funds after that purchase will be used for a **special event program** in her honor.

NEW BUSINESS

INSURANCE

Stella led a discussion of the need for liability and property insurance for FOML officers and the Little Shop. A quote for insurance from Hartford was examined and a number of questions arose.

ACTION TAKEN: The Hartford quote was tabled until questions could be addressed. Ellen moved and Jonaca seconded to purchase the **Directors and Officers Liability policy** offered through ALTAFF/FOLUSA for an annual premium of \$200.

OTHER ITEMS

In response from an inquiry brought by Ellen from **MJC Library Friends**, there was general consensus/interest in the possibility of some sort of **joint fundraiser** with MJC Library Friends.

NEXT MEETING – 25 August 2010*

Agenda items will include:

- Halloween Activity with joint sponsorship by Stanislaus Library Foundation
- Officer Duties/Job Descriptions
- Fundraising Committee Report

- Little Shop Report
- Insurance

*Because of board members' scheduling conflicts, the next Board of Directors quarterly meeting will be one week early: **25 August 2010 at 6:30 p.m. in the Library Conference Room.**

The meeting adjourned at approximately 8:34 p.m.

Dated: 23 June 2010

Respectfully submitted,

Anne Britton, Secretary