



**Friends of the Modesto Library  
Board of Directors Meeting  
7 June 2023  
Modesto Library Auditorium**

Meeting called to order at 3:04 p.m. by President Denise Nordell.

**OFFICERS AND DIRECTORS PRESENT:** Anne Britton, Cande Brody, Ellen Dambrosio, Marilyn Drew, Jonaca Driscoll, Pat Glattke, María Hernández, Maree Hawkins, Denise Nordell, Pam Pallios, Cathie Peck, Judy Pierce, Julie Saugstad, Beverly Schlegel; library staff Chris Moreno, Modesto Library Manager and Marco Sepulveda; and guest Stanislaus Library Foundation President Susan Thomas.

**MINUTES** of the March meeting were approved.

**LIBRARY IMPROVEMENTS**

In a video address County Librarian Sarah Dentan outlined improvements on the horizon for Modesto Library. Structural changes will not be made but rather updates of infrastructure elements such as wiring, lighting, HVAC controls, elevator, and notably, replacement of ceiling tiles that contain asbestos and fire suppressant systems. This will require an extended closure of the Modesto Library. There are no firm timelines, as the project is still in the conceptual phase. Funding is partly from a \$10 million grant from County Supervisors covering all 13 libraries. An additional \$10 million State grant may be awarded in September 2023 that would cover “facelift” items like painting and new furnishings of shelving and furniture.

**“All this is subject to change, based on any number of changing conditions. There is literally nothing that is confirmed about this at this time.”** Stay tuned.

Marco Sepulveda, library system facilities manager, explained that conversations with Modesto staff and stakeholders are ongoing and he answered questions regarding the improvements:

- Closure dates are tentative for June 2024 closure with reopening in 2025.
- Story Hour room is being evaluated, but unlikely to be included because of the extensive changes needed to bring it to ADA standards.
- Pop-Up services are anticipated during the closure, with a Modesto site [to be determined] to provide access to the library’s collections.
- Specifics of pop-up services will be dependent on pop-up location and available space, but the intention is to provide holds pick-up and New Books browsing and check-out.
- Wi-Fi will still be available outside the library and at off-site pop-up locations.
- Staff will mostly be relocated to the Salida Library during the closure.

For any additional questions for Marco, the Board is encouraged to forward them to Denise.

### **STANISLAUS LIBRARY FOUNDATION ADVOCACY – SUSAN THOMAS**

Foundation President, Susan Thomas, began her presentation with the mission statement of the group that supports the entirety of the system: all 13 Stanislaus libraries. She explained some of the avenues their advocacy committee is undertaking. First is with elected and appointed bodies including County Board of Supervisors, City Councils and MAC advisory meetings, using a single message in three parts: the great things libraries do and specifics to each of the 13 areas; every area deserves great, safe, functional places; and an outstanding system is needed that brings the community together.

Their outreach opportunities for public support and public advocacy have included booths at Farmers Markets and 1<sup>st</sup> Fridays, a 4<sup>th</sup> of July parade float, letters to the editor, and social media posts. The intent is to be active and visible in the community to engender both advocacy for the library system and as a fundraising effort in support of the library.

Comments from our meeting included pursuing coordinated outreach between our two organizations, whether at Supervisors' meetings, letters, or visits to service clubs. Julie Saugstad is acting as FOML liaison with the Foundation's Advocacy Team.

### **FOML 50TH BIRTHDAY BRAINSTORM – MAREE HAWKINS**

Next year, 2024, marks FOML's 50th anniversary. In a brain-storming session board members called out multiple ideas of what a celebration year could include. Everything from ice cream to contests were noted for consideration. A celebration committee is needed. Please send ideas to Maree for activities or for committee membership.

### **PRESIDENT'S REPORT – DENISE NORDELL**

Congratulations were noted to Linda Owen and Isa Wiechmann, FOML's new Shining Stars, awarded by the Library Foundations for their service as FOML volunteers; to the Used Book Sale team for a hugely successful sale; and to María Hernández for formally joining the Board after her two-year term as a Next-Gen appointment.

Docent tours of the library are again possible and Denise pointed out what a good advocacy opportunity they are.

An ad hoc finance group met to smooth the transition of the Treasurer role from Jonaca Driscoll to Pat Glatke with Donna Flanders advising board members in the group.

Other recent activities of note were outreach at the Farmers Market, National Library Week events, and an All-Friends of the Library meeting represented by Denise, Maree and Anne. One outcome of that meeting was the discovery that FOML lacks **liability insurance for Directors and Officers**. After discussion of the implications, the consensus was for Denise to immediately add this coverage to the existing FOML general liability policy.

## TREASURER'S REPORT – JONACA DRISCOLL

[Full report available upon request.] Bank Balance as of 29 May 2023

Savings: \$1,648.96  
Checking: \$57,893.99  
**Total Assets: \$59,542.95**

## LIBRARY SUPERVISOR REPORT – CHRIS MORENO

### Operations/Staffing Updates:

- Michele Machado resigned: Recruiting to fill a Children's Librarian position
- Diana Carpenter has been hired in Modesto Children's as a part-time Library Assistant
- Kate Towers retired: Recruiting to fill a Reference Library Assistant position
- Currently recruiting a Youth Services and Outreach Operations Manager

### Programs:

- Summer Reading 2023: 5/16 – 8/1 has 2 categories to participate in: under 18 and over 18. Virtual tickets are earned through Beanstack for prizes and challenges.
- Children's programs include Stories and Music at the Gallo Center. June 14 (Second Wednesday of month) at 10:30am a special story time in the Music Garden; and STEAM Egg Drop Challenge, July 24 at 4pm.
- Makerspace
  - Tinker Tuesdays (Last Tuesday of month) have been very popular. Enthusiastic participants have been using Edison programmable robots, building blocks, 3D pens, and Silhouette Machine to make custom graphics.
  - Mother's Day Planting Program: May 10. Partnered with Master Gardeners of Stanislaus County to decorate clay pots and plant succulents for moms.
  - Father's Day Program: June 16 at 1:30pm. Create personalized keychains and greeting cards
  - Sewing Programs: Open Sew Evening session (2<sup>nd</sup> Mondays at 5:30pm), Open Sew morning session (2<sup>nd</sup> Thursday at 10:30am), Sewing Machine Basics: (June 7)
  - Patriotic Star Button: June 20 at 10:30am. Create patriotic decorations for home.
  - Adult Computer Classes. Coming Soon...

## MEMBERSHIP REPORT – ELLEN DAMBROSIO

Current paid memberships stand at 121, with 18 new members. If all of the 80+ 2022 members renew, the total will pass the 182 total membership last year. A list of those in arrears was provided and **Board members are encouraged to contact any on the list** to encourage renewal. Ellen will be sending renewal notices soon as well.

Outreach to the goal of 200 members needs spreading the word, possibly at Farmers Market, to local clubs/groups and to friends, families and neighbors we come in contact with.

## FUNDRAISING COMMITTEE REPORT – MARÍA HERNÁNDEZ

Letters to businesses are ready to send once contact information is available. **If you know of a business that might support us, please let María know.** She intends to make face to face

personal contact in delivering the solicitation letters. She noted that recent contact with Never Boring may bring some success.

The committee will be strategizing with Sarah Dentan and consulting with Turlock Library's successful fundraising team on possibilities for Modesto Library.

### **LIBRARY ADVISORY BOARD REPORT – BEVERLY SCHLEGEL**

This board is appointed by the County Board of Supervisors to represent a wide spectrum of the community. Public comments are welcome and minutes of the meetings are published on their website [https://www.stanislauslibrary.org/about\\_advisory\\_board.shtm](https://www.stanislauslibrary.org/about_advisory_board.shtm) for their quarterly meetings. The current chair is FOML's past-president, Stella Beratlis.

### **FINANCE**

#### **Ad Hoc Finance Committee**

- The board expressed its appreciation of Donna Flanders' help as she met with Jonaca, Pat, and Denise to review current procedures and help develop best practices for cash handling, asset accessibility, etc. as Pat transitions to interim treasurer.
- The committee consensus was to move from manual/paper ledger system to a digital recordkeeping format.
- Alternatives discussed with the board included software through Tech Soup or a direct purchase of an online QuickBooks subscription.

**ACTION TAKEN: A motion by Beverly with a second from Cande was approved for a three-month subscription at an estimated cost of \$255 for QuickBooks, to be evaluated if its renewal is warranted.**

Jonaca, Denise and Pat are scheduled to present any paperwork needed to change the signatures on the bank accounts.

#### **Approval of Bills and Quarterly Donations**

The 250 books purchased in partnership with North Modesto Kiwanis (50% cost each) will be used in lieu of the \$300 allocated by FOML to the Library for books given out at the County Fair in July 2023. Thus, the quarterly allocation was reduced from \$1800 to \$1500.

**ACTION TAKEN: After review, a motion by Anne with a second from Julie was approved to distribute the quarterly library allocation of \$1,500 and accept the report as presented.**

The board expressed its appreciation to Pat for her efforts to secure the donation and arrange the deeply discounted purchase: \$2 per book! The Dewey Crew will process the books with labels for FOML and Kiwanis.

#### **Approve 2023 -24 Budget**

Proposed budget [appended] was presented by Denise to reflect expected revenue and expenses for the coming year.

**ACTION TAKEN: After review, a motion by Julie, seconded by Judy Pierce budget was adopted as presented.**

**Approve 2023-24 Library Funding Requests**

The coming year line-item requests and quarterly outlay of allocations to the library [appended] originally presented at the March annual membership meeting were reviewed. No changes were suggested.

**ACTION TAKEN: Jonaca's motion, seconded by Ellen was approved to adopt the funding and distribution schedule for 2023-2024 the quarterly allocations to the library totaling \$14,600.**

**OTHER REPORTS**

**Used Book Sale – Denise & Isa**

The successful May 2023 sale with income of about \$3,700 was a team effort, including event leads Denise Nordell & Isa Wiechmann, book collection by Ed and Jean Haven, warehouse book sorters Cathie Peck/Judy Pierce/Julie Saugstad, publicity chair Maree Hawkins, event day leads Pat Glatke and Michael Leamy, cashiers Ellen Dambrosio/ Judy Herrero/Marilyn Drew/Anne Britton/Julie Reuben, volunteer coordinator Marilyn Drew and many helping hands the day of the sale. Leftover stock was returned to the warehouse and new collections will resume in early 2024.

**EVENTS/ACTIVITIES AND VOLUNTEER OPPORTUNITIES**

**Scholastic Book Fair** – The May31-June 5 sale earned a total credit of \$3,165. [Full report available upon request.] Current balance with Scholastic is \$3367.46.

**CORRESPONDENCE/OTHER/ADJOURN**

The recent passing of former FOML vice president RJ Moriconi was noted. One memorial donation has already been received and the suggestion was made to use this and any others received to fund an event honoring him.

Member Sue Conner passed on a suggestion from Lou Friedman to take rolling carts of used book to the Farmers Market as a fundraiser for FOML, which sparked ideas to make it work.

With cheers and well wishes the board expressed their deep appreciation to Jonaca for her many years of service as Treasurer.

The meeting was adjourned at 5:07. The next meeting is Wed., Sept. 6 at 3 p.m.

Respectfully submitted 6 September 2023

Anne Britton, Secretary

Friends of the Modesto Library Budget Adopted		
For fiscal year July 1, 2023 - June 30, 2024		
	2022-23 Budget	2023-24 Budget
<b>Revenue</b>		
<b>Membership</b>		
Individual Memberships	\$ 13,500	\$ 13,500
Business Memberships	\$ 700	\$ 2,000
Sponsorships	\$ 500	\$ -
<b>Donations/Memorials</b>	\$ 1,000	\$ 1,000
<b>In-Kind Donations</b>		\$ 600
<b>Grants</b>	\$ 5,000	\$ 1,000
<b>Book Sales</b>		
Used Book Sales	\$ 4,500	\$ 4,000
Online book sales	\$ 500	\$ 700
Barnes & Noble Book Fairs	\$ 1,500	\$ 2,500
Scholastic Bookfair		\$ 1,250
<b>Affinity Programs/Other</b>	\$ 500	\$ 100
<b>Other</b>		
<b>TOTAL</b>	\$ 27,700	\$ 26,650
<b>Library Funding Requests</b>	\$ 24,500	\$ 14,600
<b>Programs</b>		
Used Book Sale		\$ 500
Scholastic Sale exp		\$ 1,250
Library Programs	\$ 400	\$ 2,250
Printing/Promotion	\$ 296	\$ 750
Refreshments	\$ 65	\$ 200
<b>Operations</b>		
P.O. Box	\$ 134	\$ 134
Postage	\$ 100	\$ 100
Secretary of State	\$ 20	\$ 20
ALA& CLA memberships	\$ 105	\$ 130
Insurance	\$ 315	\$ 400
Office Supplies	\$ 100	\$ 100
Website	\$ 65	\$ 430
Newsletter Design	\$ 1,600	-
<b>In-Kind Donations</b>		\$ 600
<b>Library Tax Fund Donation</b>	\$ -	\$ 5,000
<b>TOTAL</b>	\$ 27,700	\$ 26,464
Adopted 2023 June 7		

Modesto Library Funding Request to FOML, 2023-2024						
Items Requested	Total Requested	Quarterly Meeting Date Funds Requested				Strategic Priorities
		9/6/2023	12/6/2023	3/6/2024	6/5/2024	
Circulation Display Supplies (Poster Board, Paper, Velcro, Paint, Dye Cutter materials, etc)	\$700	\$700				3.a
Juvenile Justice Center book club (YSO, Annie Snell)	\$800		\$800			3.b, 5.a
Modesto Dia Event (April 2024)	\$1,200		\$1,200			3.a, 3.b, 4.c, 5.a
Staff Professional Development trainings	\$1,600			\$1,600		2.d
Family After Hours Winter Program [Formerly Harry Potter event] (December 2023)	\$800	\$800				4.a, 4.c
Adult Programming (\$300/Quarter)	\$1,200	\$300	\$300	\$300	\$300	3.b, 4.a, 4.c
Childrens Programming/Crafts (\$800/Quarter)	\$3,200	\$800	\$800	\$800	\$800	3.b, 4.a, 4.b, 4.c
Books for County Fair (Susan Lilly)	\$400				\$400	3.b, 4.a, 5.a
Makerspace Programming and supplies (\$500/Quarter)	\$2,000	\$500	\$500	\$500	\$500	4.a, 4.c
Folding Tables (6)	\$400			\$400		2.a
Button Maker Kits - Makerspace	\$1,200	\$1,200				4.a, 4.c
Meta Quest 2 Oculus Virtual Reality Headset - Makerspace	\$600	\$600				4.a, 5.a
PAT GLATTKE APPRECIATION	\$500	\$500				
<b>Totals</b>	<b>\$14,600</b>	<b>\$5,400</b>	<b>\$3,600</b>	<b>\$3,600</b>	<b>\$2,000</b>	