

Chico Friends of the Library Meeting Minutes

January 19, 2016

Present: Debbie Cobb, Patti Conlin, Susan Davis, Ann Elliott, Diane Friedman, Katherine Gould, Nancy Leek, Rupert McDowell, Jen Rold, Mary Wahl. Absent: Margaret Bomberg, Marian Milling, Ramona Peters

Guests: Brenda Crotts, library manager; Mel Lightbody, Butte County Library Director; Mohammad Khaki, financial advisor; Oliver Allen, library outreach; John Few; Alex Chen, volunteer web technical consultant

Meeting was called to order by President Diane Friedman at 7:00 pm. Introductions were made around table.

Minutes: **Minutes approved with small revisions. SD(m), RM(s) all ayes.**

Reports

Treasurer's Report: The November and December Reports were presented. The stock market drop is reflected as losses in our investment account.

Book Sale: **Motion to approve \$700 for new tables for book sale and conference room use. JR(m), DC(s), all ayes.**

Library Reports: Brenda distributed statistics for December. She announced Mental Health Awareness Workshops for staff and volunteers. There is still space at the Feb. 8 workshop in Chico.

Tours of the RFID system at one of the Roseville Library branches are in progress. Friends are invited to one planned for Feb. 4. Some members expressed an interest, but were available only Mondays or Fridays. Brenda will try to arrange a tour for one of those days.

"Holiday by the Book" netted around \$1800 in revenue for books and magazine subscriptions.

LAB: The subcommittee on sustainable funding has collected a list of names of community members who they hope to attract to form a committee to explore a measure to ensure library funding.

Newsletter: Jen will be compiling a newsletter for February – articles due Friday Feb. 5. Possible articles: Membership/Year in review (Diane); Library Advisory Board Sustainable Funding (Ann); Trivia Bee (Nancy); Quilt Drawing (Ann & Diane); RFID (Ann), Leslie moving to CSU Chico, Maker Space, Adult Coloring (Katherine). We will need a stuffing party for membership envelopes before mailing.

New and Ongoing Business

Bookmark Contest: John Few has organized a children's/teen bookmark contest for 9 years. With the large amount of work, reduced participation, higher costs, and printer problems, he suggested putting it on hiatus. Suggestions were made for doing it every 4 years, having a special event, or incorporating into the maker space.

Mel Lightbody, Automation upgrade to RFID system: Mel outlined the timeline for implementation of the RFID (radio frequency identification) project. This enhancement to the library's materials management system is possible because of a bequest from Martha Dunbar of \$330,000. She hopes that we will host an information meeting for the public when plans are complete in the spring. Staffing is not expected to be reduced, but staff will be freed from boring repetitive check in and sorting tasks to do more valuable library services.

Mel Lightbody, Money and Staff: After some shortages of weekly library funds, the county auditor visited and found that staff were regularly handling money which belonged to the Friends. Library staff will no longer handle Friends money. They may still give out Friends' merchandise, such as head phones, used books and then direct patrons to put their payment or donation in a box. It is still unclear if staff may make change for patrons from the library cash drawer. **Motion to purchase a heavy box with a lock for patrons to deposit donations and payments that can be attached to the circulation desk, NTE \$150. AE(m), SD(s), All Ayes**

Oliver Allen, New Hours promotion: With hours changes at several branches, Oliver has a promotion asking patrons to bring in Ads with the new hours or trade in old hour slips for new ones and get entered for prizes. **Motion to provide \$100 plus bags and puzzles for prizes JR(m), RM(s), all ayes.**

Report on General Services meeting 1/19/16 regarding extra space: General Service and Admin Services were generally supportive of investigating expansion of the library building to provide dedicated book sale space. They guessed that completion might be accomplished in about 3 years. Beginning next year, a feasibility study costing about \$20,000 could be undertaken. With an expansion that size, the entire library might have to be brought into complete (not just provisional) compliance with the Americans with Disabilities Act.

Meeting Adjourned 8:20

The next meeting is Tuesday, February 16, 2016.