

Chico Friends of the Library Meeting Minutes

November 15, 2016

Present: Margaret Bomberg, Patti Conlin, Brenda Crotts, Susan Davis, Ann Elliott, Diane Friedman, Katherine Gould, Nancy Leek, Marian Milling.

Absent: Deborah Cobb, Rupert McDowell, Jen Rold, Mary Wahl.

Guests: Mohammad Khaki

Meeting was called to order by President Ann Elliott at 7:00 pm. Welcome and Introductions made.

Ongoing Business and Reports

Treasurer: Reported that funds to pay for the new computer carrels were taken from the Building Fund. Receipts from the Annie B's drive and from the city grant totaled \$27,552.80. Thank you's will be sent to all donors via either email or regular mail. Kathy and Mimi Atkins will manipulate the membership database to generate a list. The city grant is earmarked for a new, permanent overhead projector in the meeting room.

Librarian: Brenda Crotts announced that workers will be in the back staff room on Nov. 17 so book sale area must be emptied out. Monthly statistics were not yet available, but circulation was about 46,000. There were two requests for funds from the children's department: First was for a performance fee to book the local band Yule Logs for a family program on Thursday, Dec. 8 at 3:30 in the library. MB(m), MM(s) to expend \$400 for the band. All ayes. (That program has been confirmed.) Second was a request for money to freshen up the Children's Room—get several new area rugs, a new table and some chairs. There was discussion about exact needs and choices so the matter was tabled for later.

December 1 is Brenda's deadline for submitting projects to the county librarian for 2017-18. Suggestions for such projects were to replace the carpet in the computer area with laminate and to explore and review CFOL plans for expansion. Ann will write up the latter and submit to Brenda.

The RFID installation is on schedule. The security gates have been delivered. Other items will arrive in early December. Installation will take place about Dec. 7-10. There will be more disruption in various parts of the library, but there was assurance that the Dec. 8 program would be accommodated. In spite of a specific request to the public not to donate books right now, donations continue to come in.

Book Sale: Nancy reported that the book sale staff is happy. \$5608 was earned from book sales in October. That amount was bolstered by strong internet sales which included \$1200 for a single book. Though CFOL's internet sales are in good hands now, there was additional information about selling on the internet that was given to Nancy.

Library Advisory Board: Patti Conlin has resigned from the LAB. Replacement positions for LAB will be advertised as there are several vacancies on it.

Trivia Bee Recap: It was fun! There will be a debriefing for involved staff on November 20.

Quilt Drawing: The winner's name was drawn Nov. 5. Proceeds from the drawing were \$439 to date.

Board Roster: The roster of CFOL board members with phone numbers, emails, etc. was updated and confirmed. Copies will be available.

Memorial for Anne Nordhus: Books were decided on for an appropriate memorial rather than a picture or other item. Since Anne worked on fiction development for the library, it was decided to use CFOL funds to provide book sets for book clubs in the future. DF(m), MB(s) moved to provide 2 books sets per year for the next five years for local books clubs. Motion passed unanimously. Ann will notify the Nordhus Family.

Records Retention: Past minutes that had not been stored digitally have now been scanned. They will be uploaded to the CFOL website and will be accessible by a link.

Government Filing: Diane has filed a tax form recently. Two more government forms are due to be filed in January.

Annual Calendar: A calendar of annual activities and requirements for CFOL will be updated by Ann and will be put on the CFOL webpage.

Library Expansion: Ann and Diane will meet with county librarian Mel Lightbody to plan and discuss this further.

Membership: Be thinking of ideas for possible membership drive in February.

Volunteer Appreciation: Diane Friedman was recognized for having served as CFOL president for the past 2 years. Other volunteers will be appreciated at the annual lunch next year which may or may not be a potluck. Staff member Oliver Allen is volunteer coordinator and there is also an assistant to him.

Buy the Book: The annual drive during the holiday season to obtain new books for the library is being prepared and will take place between Thanksgiving and Christmas. The library system may not support this program after this year, but perhaps it can be continued by the Friends.

There is no CFOL Board Meeting in December.

Next Meeting is Tuesday, January 17, 2017.