

Chico Friends of the Library Meeting Minutes

July 17, 2018

Present: Elizabeth Bergthold, Merle Burbridge, Debbie Cobb, Susan Davis, Ann Elliott, Diane Friedman, Katherine Gould, Max Infeld, Nancy Leek, Marian Milling, Mary Wahl, Susie Serrano

Absent: Margaret Bomberg, Patti Conlin

Guests: Alex Chen, Amanda Massey, Paul Wesbecher

Meeting called to order at 7:03 pm. All were welcomed and introductions made.

Treasurer's report:

Books for fiscal year were closed on 6/30/18. The book sale profits set a new record: \$62,505.78. Other income was memberships, donations, etc. \$39,290.30 and interest of \$31,440.75. Total receipts: 136,213.19. Funds spent for library materials, equipment, programs and other was \$110,591.92.

Taxes have been prepared at no cost to CFOL except the \$38 filing fee.

All funds and accounts are now at \$861,620.92 including a Joan C. Robertson trust at a fixed amount.

(After the July meeting, the donation from the Barbara Seawall estate was received in amount of \$117K. The money has been invested per treasurer's email of August 2, 2018.)

Minutes:

Minutes from June meeting were approval. MW (m), DC(s). All ayes.

Librarian's Report:

The movie license renewal is due in amount of \$757. DC(m), EB(s) to spend \$757 for the license. All ayes.

Library statistics for June were distributed. Funds previously approved for noise-cancelling headphones will be spent.

The county is hiring a new assistant director and has 5 candidates who will be interviewed in early August with expected start date in September.

Magazine subscriptions will be cut due to new budget allotting only \$3000 for them. Some subscriptions are donated or paid for by volunteers and CFOL. A list of final cuts will be presented later with titles starred that staff would like to keep. To be considered: "Donate a Subscription" as part of holiday giving.

A new microwave was requested for the staff break room. MW(m), SD(s) to spend up to \$200 for it. All ayes.

Chico Branch is waiting for a cost estimate from the county for electrical work in the Maker Lab.

LAB: Ann will attend the July meeting. Members were made aware of funds residing in North Valley Community Foundation. CFOL has about \$180,000 there. It is desirable to withdraw these but may be hard.

Book Sale: Simply wonderful! Took in \$6624 in June and \$3413 in just the first two weeks of July plus \$1320 from Internet sales. A guess of how many people come to sales was up to 100 on a Saturday and to 60 on First Fridays.

Membership: An idea was put forth to have a big clear plastic container visible in the library for donations. This has been successful at Prescott, AZ library. Perhaps one could be obtained locally. Bookmarks have been designed to promote the Friends and our webpage. Merle and Max worked on this and have ordered 2500 at a cost of \$189 plus tax. ED(m), DC(s) to spend up to \$225 for these bookmarks. All ayes.

Insurance: Ann and Marian will attend July 18 meeting at Oroville Library at 1:30 to hear current options and quotes. Under consideration for complying with this county requirement is the possibility of having one umbrella Friends organization to keep the rates low. Friends' groups would still want autonomy otherwise. Two quotes are in the \$900-1200/year range. An attorney who might do pro bono on this has been identified.

Library Expansion: A 36-page report from the county was distributed to all CFOL members. Costs seems prohibitive for any of the 3 options presented (add-on to building, have freestanding permanent structure or

freestanding modular unit). CFOL will get a bill for the feasibility study and must decide what to do next. An ad hoc committee may be formed. Renting various spaces was discussed.

Barbara Seawall Estate: A large bequest from longtime volunteer and Friend Barbara Seawall was received. The book sale was her love and perhaps funds can be directed in some way to enhancement of the sale.

NEW BUSINESS

Amazon Purchases: Merle Burbidge volunteered to assume this responsibility and may use her personal account—or not—depending on benefits of Amazon Prime and other factors. It would be useful for CFOL to have a credit or debit card. Action will be taken to get one from Tri-Counties Bank where we have accounts.

Volunteer Recognition Practices: A revised policy was distributed and voted on. Instead of earmarking new books in recognition of volunteers achieving 100-hour increments, their names will be published in the Carrel each quarter. MW(m), NL(s) to adopt the new Volunteer Recognition Policy. All ayes. A plaque has been ordered to honor Rosa Weston. We need to obtain a picture and start date of her service. Plaque will be hung on left side of clock in community room.

Board Tasks: These have been updated. Katherine Gould volunteered to be the backup clock winder. Marian will respond to email requests that come via the CFOL webpage. CFOL needs a president and vice-president.

Newletter: One more article and pictures are needed before sending to the printer in a few days.

Staff Request-Alex Chen: Alex would like to attend the Koha Conference in Portland in September and needs funds for transportation and food; the conference itself is free. <https://kohaconf2018.bywatersolutions.com/> MW(m), AE(s) to spend up to \$1000 for his travel expenses. All ayes.

Financial Review: Inquiries have been made to obtain a review of CFOL financial practices since this has not been done in anyone's memory. Local CPA Holly Pladson has given a quote and is willing to perform this. MW(m)MM(s) to spend \$4400 for a financial review. All ayes.

August Meeting: There will be no August meeting per our usual custom. In light of that, business was anticipated. DH(m), KG(s) to raise CFOL magazine budget to \$6000/year. All ayes. AE(m), MW(s) to raise email voting threshold for approving requested funds to \$1000 until September 18, 2018. All ayes.

Author Appearance: Author Apricot Irving will come and talk about her book "The Gospel of Trees" at the library on Thursday, October 11 at 6:30 pm. CFOL will sponsor and publicize in the next few months.

Meeting Adjourned at 8:55. The next meeting will be on Tuesday, September 18, at 7 pm.

No CFOL meeting in August