

## Friends of the Roseville Public Library

### Regular Board Meeting Minutes

May 9, 2022

Meeting held on Zoom

#### 1) Welcome

- a) Meeting facilitator: Melisa Roden, President
- b) The meeting was called to order at 5:03 p.m.
- c) Attending: Melisa Roden, Norah Leddy, Marsha Lucas, Jessica Turner, Matt Bridge, Rachael Prouse, Sophia Leddy, Sandra Buckner, Melissa Solano-Rojas, Madison McCrary,

#### 2) Collect Volunteers Hours

- a) April volunteer hours: 312

#### 3) Consent Agenda

- a) Corrections/Notes: None
- b) Matt made a motion to approve the consent agenda. Norah seconded the motion. The motion passed with a unanimous voice vote.

#### 4) Library Update (Rachael Prouse)

- a) There were 1,358 Storytime attendees in April storytime stats 2 per location per week
- b) Passive programs, including National Library Week activities had 392 participants
- c) 3rd Grade Initiative: 109 cards have been activated, and staff is reaching out to principals to schedule for next year
- d) Summer Reading: June 1 - July 31
  - i) Kickoff Party on June 4th will include Mad Science Demos, an obstacle course, storytime, crafts, cold treats, and Captain America
  - ii) Participants who read for 5 hours will earn 1 book; 2 books for reading 10 hours. Minutes can be logged in the Beanstack app or a paper log.
  - iii) Rachael asked if used book store vouchers could be used as prizes for teen and adult participants, and the meeting attendees supported her request.
  - iv) Programs: Spin Pop Boom Science Show, GroovaRoo, virtual reality gaming truck, and Traveling Lantern Theatre Company show, in addition to weekly hands-on activities set out at each location
- e) As of June 1, FOL volunteers can only come in during business hours, must wear a badge, and sign in and out. Only volunteers (not friends or family) are permitted in the back areas for security reasons and in case of an emergency.
- f) Page recruitment: Interviewing now for several. Norah asked for more information about job duties, and Rachael explained the job duties include

shelving returned books, working at the front desk, and pulling holds. No experience is required.

#### 5) Current Business: Non-Committee Specific

##### a) Bookstores and Book Sales

- i) Book sale May 7th - another record setting sale
- ii) Ongoing recognition for Wednesday sorters and book store reps - Norah and Melisa will visit the libraries to see what space is available in the sorting rooms, and discuss ideas for recognizing them. Marsha suggested getting permission to have something on display for a month in the library and then move to a permanent location in the sorting room. Matt mentioned \$500 available in the budget to recognize volunteers.
- iii) Book donations to Auburn Jail - volunteer Bev facilitates the donation. Marsha shared that they also donate to the Children's Receiving Home.
- iv) Online sales - A discussion was held regarding a book consignment proposal Joan received.
- v) Book sale in September conflicts with Tequila Mockingbird and Family Fest. Joan is working to confirm a date in October. Rachael asked to have the new date confirmed in the next 3-4 weeks so that it can be included in the Fall PRL.

#### 6) Current Business: Committee Updates

##### a) Membership

- i) June all-member meeting in person at Downtown Library (Natasha reserved) Riley is booked. Jessica asked if there could be a streaming option for people who are not comfortable attending in person, and Matt said he would set it up.
- ii) Melisa suggested a goal of 400 active members by the end of 2022. Norah suggested a phone bank happy hour to reach out to inactive members.

##### b) Events and Fundraising (Norah, Kelsey, and Melisa)

- i) Potterverse Recap: Survey results were positive and had suggestions for next year. Many people also expressed interest in volunteering at the event. Net revenue was about \$4500.
- ii) Wine Down Wednesdays in May and June will have promotional materials for Tequila Mockingbird
- ii) Summer Reading Kickoff Party FOL Outreach Table - Saturday, June 4th, 11 am - 2 pm at Riley Library.
- iv) STEAM on the Square FOL Activity table - Sat June 18th and July 16th
- v) Family Fest FOL Activity booth - Saturday, September 24th
- vi) Start planning Tequila Mockingbird - September 24th, 5:30-8:00 in Riley Courtyard. Matt will participate in the event planning committee.

##### c) Grants and Corporate Memberships (Matt)

- i) Corporate sponsors recognition event will be merged with the all-member meeting in June. Matt is working on updating sponsorship program

- ii) Matt is working on updating the corporate sponsorship program
- d) Board Recruitment and Onboarding (Norah)
  - i) Two current potential board members - Lisa Shrider and Lauren Paulson
- e) Teen Committee (Sophia)
  - i) Recruiting for 2022-2023 committee and chairs. Applications due by May 20.  
Rachael suggested reaching out to the West Park HS librarian, who has been supportive of library programs. Rachael said the Library can share any social media posted by FOL
  - ii) Norah, Melisa, and Jessica will be on the Teen Co-Chair selection committee
  - iii) Sophia spoke with all of the Pottervwers volunteers about teen committee and recruiting current juniors, and Melisa sent applications to volunteers from Potterverse and the used book sale
  - iv) Working on procedure documents to give to new co-chairs

#### 7) New Business

- a) Storage unit at Riley for event supplies and book donations - Melisa will reach out to discuss this with Nastasha
- b) Volunteer outreach committee - A suggestion was made to have quarterly meet and greets with new volunteers. Tabled for later discussion.
- c) Board officer nominations for June elections meeting.
  - i) President - Melisa Roden
  - ii) Vice President - Norah Leddy
  - iii) Secretary - Jessica Turner
  - iv) Treasurer - Melissa Solano-Rojas

#### 8) Adjournment

- a) Norah made a motion to adjourn. Marsha seconded the motion. The motion passed with a unanimous voice vote.
- b) Meeting adjourned at 7:03 p.m.
- c) Next meeting: June 13, 2022 at Downtown Library

Parking Lot Items (Contact Melisa if you have any ideas for these items so they can be added to the New Business for the next meeting):

1. Pop-Up Book Sales
2. Custom Little Free Libraries Raffle or Silent Auction Dinner/Event
3. Endowment Fund Proposal
4. Book donation to Adventure Clubs
5. Volunteer-made sales items at library displays

Volunteer Needs (Contact Melisa or Norah if you know of someone who would like to volunteer with FOL and/or join our board):

1. Stewardship
2. Governance

3. Philanthropy
4. Corporate Membership
5. Marketing/Social Media
6. Grant Writing