

Friends of the Roseville Public Library

Board Meeting Minutes

October 12, 2020

Remote meeting via ZOOM

1.) Meeting facilitator: Matt Bridge, president

The meeting was called to order at 5:02

2.) Attending: Matt Bridge, Melisa Roden, Marsha Lucas, Norah Leddy, Kelsey Short, Jessica Turner, Sherrie Linville - Young, Rachel Prouse, Joan Goff, Sandra Buckner, Dena Fisher, Madison "Maddy" McCrary, Sophia Leddy

(Introductions all around to welcome our new Teen co-Chairs)

3.) October volunteer hours: 88 hours

4) Consent Agenda

a) No notes on consent agenda

b) Marsha made a motion to approve. Melisa seconded the motion. The motion passed with a unanimous voice vote.

5) Library Update: Rachael Prouse

a) Reopened Sept 18. Going well!

b) FOL book stores opened last weeks, asking customers to use credit cards or donate change due to the coin shortage

c) FOL volunteers started back last week. Working with Joan to get schedules

d.) ballot boxes at all three locations. Very popular! Picked up twice a week. They have an extra ballot box just in case! Bringing in lots of patrons. Ballot boxes are on the front desk where staff can see at all times. Staff is answering lots of questions. No issues with poll watchers. Need reminders about masking up.

e.) Daily visitors: Maidu: 153 visitors, Riley: 375, Downtown: 107

f.) Sidewalk pickup numbers have gone down; folks are just coming in now.

g.) Initial starting capacity 35%, now up to 50%

h.) Partnering with West Park High librarian, and other high schools, to get them library cards.

i.) 3 September Storytimes: Downtown 45 people, Riley 121 people

j.) Melisa asked if there are any poll watchers. Rachael said no.

k.) Melisa asked if boxes for book donations have gone back out yet. Rachael said no, due to quarantine.

l.) Melisa asked if teens are allowed to volunteer yet. Racheal said not yet. Want to keep their numbers available for patrons to come in.

6) Current Business

a.) 2020-2021 Budget

- i.) Melisa asked about 10K in Grants, we have already gotten 5K due to Placer Shares Grant. We will need to spend it this year, end of December
- ii.) We will need to encourage more on donations this year, due to less events
- iii) Teen account : update later when Teens have a better idea.
- iv) Investments / interested are flat. Will pull 2K out of endowment
- v) Expenses side: library still requested 47K like last year.
- vi) Joan shared that her request for 1K was an overestimate, no big changes so reduce 1,000K request to 500. Matt asked about PPE, and Joan said that library is currently providing it.
- vii) Promotion reduced from 5K to 2500K
- vii) Marsha thinks that the accountant will still comp our taxes, business license, insurance, PO Box rental
- viii) Melisa made a motion to approve. Norah seconded the motion. The budget was approved with a unanimous voice vote.

b.) Review Proposed Changes to bylaws

- i.) Section 2.0 clarified “with respect to voting”, no matter membership level, still only have 1 vote
- ii.) Place clarified: meetings can be conducted virtually
- iii) ex-officio member updated to “designee thereof” so Rachael can be board member
- iv) no member can be board member for 5 consecutive terms
- v) Notification changed from 10 to 5 days for meetings
- vi) Matt will put this out to the membership and call a special meeting for a vote. Melisa asked if we have to convene a meeting, or can we just send out a meeting. Matt referred to the bylaws, and will call a special meeting but need quorum (half of the board plus one member.)

7) New Business

a) Teen Committee

- i.) Melisa shared about the application / interview process
- ii.) 12 total applicants, 8 interested in co-chairing. 2 nights of interviews last week. Standardized script for all applicants. Matt, Sherrie, and Kelsey (Selection committee) selected Sophia and Maddy
- iii) Sophia shared that she’s a Junior at Oakmont, in the IB Diploma program. On Teen Committee last year. Excited to start working, and opportunity to help out creatively,
- iv) Maddy junior at Roseville High. Dance Team captain. Excited to be involved!
- v) Melisa will share all the teen contact info with the co-chairs
- vi) Matt shared the new t-shirt design with Hermoine quote!

b) PlacerShares Grant

- i.) applied and won \$5k

- ii) need the library to let us know a specific expense to spend grant on by the end of the year.
- iii) Rachael asked if there were any criterion, Matt said no.
- iv) Marsha asked if you can apply a second time after the end of the year. Melisa said that if more funds are available, they will look to applicants who did not receive the grant yet. Matt read that they are trying to award grants to all nonprofits who applied.

c) Bookstores & Volunteers

- i.) bookstores are open!
- ii) Joan shared that we lost a whole bunch of volunteers (Maidu and Downtown managers) Looking for volunteers!! There is a minimum crew of volunteers scheduled to restock from downtown to other libraries.
- iii) Not sure about when we can return to Book Sales....maybe an outdoor one but weather is changing. Indoor logistics are too difficult at this time.
- iv) Marsha has been selling on Facebook Marketplace.
- v) Matt shared that there might be volunteers waiting to help with bookstores
- vi) Marsha shared that she could help someone learn how to put books online for sale. It does take time. She thinks if you only did a couple lots at a time, it would be easier. She said there is a BIG interest in children's books! It is a chance to tell people that there are bookstores in the libraries!
- vii) Melisa asked if teens could help sort books. Joan shared that sorting hours are 10-4. Maybe only Saturday. Maybe teen co-chairs could help coordinate with the teens. Sophia shared that they are working on scheduling a teen meeting, and will bring it up with the teens.
- viii) Sherrie has a friend and a daughter who wants to volunteer, how does she volunteer. She can email or call the FOL number and Joan will get back to her. Matt will turn on the link on the website for volunteers.

d.) Newsletter ideas

- i) Matt shared that ortho with Kids Care will donate \$300 to FOL and save \$300 on braces / invisalign.
- ii) Joan's request for more volunteers.
- iii) Include update on the new teen committee, new link for any more Teens who want to join the group
- iv) highlight the bookstores reopening, bylaw vote coming up and the grant.

9) Melisa had an idea

- a.) buy ticket online for a virtual event
- b) restaurant auction or raffle tickets, with live entertainment
- c) Matt shared how Keaton's Child Cancer Alliance is doing a Gold Gala 2020
- d.) Maybe this idea as a backup idea if we cannot do Tequila Mockingbird
- e.) Marsha suggested if we reach out to other groups doing this

- f.) Sherrie has an auctioneer who she can ask
- g) Matt shared that there are services who coordinate the online auction

9) Adjournment

- a) Sherrie made a motion to adjourn. Marsha seconded. Unanimous voice vote.
Meeting adjourned at 6:13 pm.

Parking Lot:

1. Endowment Fund Proposal
2. Off-Site Book Sales (DMV, Gyms, etc.)
3. Book donation to Adventure Clubs?
4. Email address collection at events

Volunteer Needs: Member Outreach, Stewardship, Event Coordinator, Governance, Asst. Treasurer, Board of Directors, Philanthropy, Marketing, Corporate Membership