

Friends of the Amador County Library
Board Meeting Minutes
June 17, 2014

Call to Order at 9:00 by President Sandy Sullivan

Present Lacey Bartich, Janie Brown, Laura Einstadter, County Librarian, Lynn Norris, Jim Powell, Michele Powell, Rick Spenkel, Sandy Sullivan, Bonnie Toy

Welcome Guests

Laura brought and introduced Elizabeth Rhein; Elizabeth has been in the county for three months and wants to become involved with FACL and helping in the library.

Lynn brought Jane Tahti, an out of town guest who is active with the friends support group of her town's library.

Approval of April & May Minutes

April minutes approved as corrected. May minutes are in the form of a report on the planning retreat and were discussed later in the meeting.

Correspondence

Sandy reported that she had a letter from the Amador Community Foundation stating that in May the Diamond-Price Fund had donated \$1750 to FACL as they had done last year.

Treasurer's Report

**Bonnie reported a checkbook balance on June 5, 2014 of \$30,855.57; savings balance of \$8119.30, petty cash of \$404 bringing total assets to \$39378.87 and total liabilities of \$5,534.38.

**Bonnie reported that we had allocated \$500 to the Summer Reading Program and it has cost \$871; it was unanimously agreed to allocate the additional \$371 to the program.

**Bonnie reported the total allocated to Books & materials will be down this year.

Library Director's Report

**Laura provided a list of all online resources to which the library subscribes. FACL has paid the fees in the past for the subscription to Mango Languages and Novelist +. The Board unanimously passed a motion to pay the annual renewal fees for Mango Languages and Novelist+ without need for further Board discussion and approval whenever Laura can not find funds elsewhere.

**Laura reported that two library employees are retiring; they are Connie Murdock, Literacy Coordinator, and Lin Teagle, library technician. There will be a retirement party for them; Laura asked if FACL could pay for the food for the party in the amount \$300. All members of FCAL will be invited. It was unanimously approved.

**Laura reported that the main library processes approximately 10,000 DVD checkouts annually. The processing, cataloguing and checking out of DVDs is extremely time consuming. Laura became aware of a software cataloguing and storage system for DVDs through her listserv. This system is called LAT-Stena. www.latcorp.com Acquisition and installation of this system will be a tremendous help to the library staff and to the patrons. Laura requested that FACL support this purchase which is \$4789 for the first year with an annual renewal of approximately \$200-\$300 per year. The board unanimously agreed to support this request and buy this system.

**Laura reported that new microfiche reader that was purchased by FACL is rarely used because the computer that works with it is too old and insufficient to the task. Concern was expressed that we bought this expensive reader, but do not have the computer to run. Jim agreed to meet with Laura and investigate what computer requirements are needed to run the system and make a recommendation to the board as to whether or not we should buy a new PC and if so what kind.

New Business

Communications Committee Report

**Jim is in contact and communications with Louise with regard to updates of the FCL website.

** Jim has been in contact with Terri regarding getting a brief description of the prison library project.

**Next issue of newsletter to go out in early September approximately six weeks before the book sale. Jim listed the items that will likely be in the September issue including one on the ZIP books program. He will be starting work on it in July to redesign the logo and rename the publication. A draft will be discussed with the board.

**Jim provided a comparison of costs between continuing to print the newsletter in color or switching to back & white. It was agreed to continue to print in color even though we would save a approximately \$70-\$80 per issue because it looks so much better especially when considering those issues that are on display in the library.

**In the interests of saving money on printing and mailing the newsletter there was discussion of printing a brief version and a fuller version being available online. No motion or decision resulted.

**Jim will review the website for currency, interest and relevance of pages and items.

Short Recap of 2014 Retreat

**It was agreed that the retreat was very good and the stated short and long term goals are appropriate and manageable.

Updating and Completing the Job Descriptions

**Sandy started this process and will return to it.

**Rick will meet with Bonnie to review the membership database as he considers taking over the membership position.

Recruiting New Board Members

**We are all encouraged to be alert to people in our community who would be good board members. Elizabeth Rhein suggested not starting by asking someone to be on the board, but rather ask them to take on a specific, limited job and work up to earning board membership.

Bylaws Change for Number of Required Board Members

**At the retreat the board decided to amend the by-laws to reduce the required minimum number of board members to seven with a nine to 11 being optimal. The board will take a vote at the July meeting after the 15-day required notice is posted as part of the minutes on the website. We will take this vote at the July meeting providing the 15-day notice is achieved.

Old Business

Revamping the Treasurer's Position

**Bonnie stated that she is OK for now.

Committee Reports

Annual Concert

**Everything is moving along. Committee will meet in September.

Book Sale

**Dates for October are 16-20 and dates for April are 9-13 including set up and tear down. Committee is meeting after board meeting.

Communications

** Discussed earlier

Farmers' Markets

**June Farmers' Markets and Trash to Treasurers netted almost \$400, but the real value is in public face it puts on the FACL and the library.

Adjournment at 11:00

Next meeting July 15, 2014 at the GSA building