

## Minutes

Friends of the Lincoln Library Board Meeting, March 10, 2021

Zoom, 2:00-3:00 p.m.

[for approval on April 14, 2021]

I. Call to Order: President Mary Nader called the meeting to order.

II. Pledge of Allegiance

III. Roll Call and Approval of Minutes from February 10, 2021 meeting: Wanda Melilli moved and Sharon Gorley seconded the minutes be approved. Passed.

IV. Library Report, Kathryn Hunt – reported that the City Council has approved making the Lincoln Public Library “fine free.” We are no longer charging overdue fines if the material is eventually returned in good shape. Kathryn says this makes our free and public library “more accessible,” and many other California libraries are doing the same. However, if the item is never returned or is damaged, there is a “fee” which is the actual cost to the library. “\$10 accounts are still frozen.” Quarantine on items is now only 24 hours as no evidence the virus is passed via materials, but only person-to-person. Library visitors are now at several hundred a day and circulation numbers almost back to pre-virus.

V. Officer/Director Reports

A. President Mary Nader – thanked Lynne Rossi for setting up a FOLL Zoom account.

B. Vice President Jo Jones – absent.

C. Secretary Jeri Ferris – no report.

D. Treasurer Gloria Plotti-Irey – reported February an excellent financial month with expenses of \$2,500.00, mostly for Summer Reading material (theme: Reading Colors Your World), mental health and large print books. In March, FOLL will pay \$5,000.00 to the City of Lincoln for staff time, and \$1,600.00 for FOLL Board liability insurance and general insurance. Gloria is providing 2020 tax information to Jensen Smith, CPA.

Gloria’s reports in full are filed separately.

E. Book Sales Director Sharon Gorley – reported \$896.00 income for February, \$225.00 of that from online sales. Next donation day, March 19, 9-12 a.m.

F. Community Outreach Director Kathy Snelson – reported three items:

1. Doorknob hanger bags: Kathy is having more bags printed with both FOLL and Library logos; bags will contain bookmark, letter from Kathryn, FOLL membership information, and a craft/activity. Discussion: how many bags, homes, cost of bags/contents, go to older homes in Lincoln too, last week in April. Needs good group of volunteers to help deliver these bags. Kathy will do her best to obtain eco-friendly plastic bags.

2. National Friends of the Library Week, October 17-23, 2021: do we want to participate; promo in newspapers; need activities; focus on FOLL; definitely all in favor.

3. Placer County Fair, June 24-27, 2021: a 10x10 booth costs \$300 and will need staffing and activities. Decision not to participate in 2021. Gloria suggests going in jointly with other Friends in 2022.

Kathy will be on a Downtown Lincoln Association call tomorrow morning.

G. Grants Director Linda Derosier – reported that Kathy found a grant from the Clif Bar Family Foundation; to use this potential grant, Kathryn spoke with the City Manager and suggests a “story walk” around the library, read books as you walk, pages changed, a permanent installation, grant up to \$7,000.00. In discussion. Need to cover up the outside old hours sign.

H. Hospitality Director Wanda Melilli – reported working on BDOG with Lynne.

I. Membership Director Linda Morley – reported as of today, 269 members, with 59 renewals and 5 new members in February. Linda M. changes the FOLL membership “sign” every month, and for March it is a leprechaun (of course). She would like to have someone at the lobby membership table to greet visitors and hand out information. She is working on the BDOG Committee. Jo Jones told her the vendor she used for plaques is no longer in business, so Linda M. is going to a new vendor in Granite Bay. Let her know if any changes needed on the plaques. The California Foundation for Strong Communities generously donated \$5,000.00 to FOLL for 2021, as they did in 2019. This Foundation has also donated to other Lincoln community entities included the Lincoln Theatre and McBean Park.

J. Newsletter Director (open position) – Gloria reported 785 subscribers. For April she’ll include the new policy on elimination of fines; an article on herself; thanked Kathy, Linda M. and Linda D. for great articles. Send her your library-theme ideas for the April newsletter.

K. Website & Social Media Director Lynne Rossi – no report.

VI. Committee Reports

A. Big Day of Giving – Lynne reported the BDOG committee (Lynne, Linda M., Teresa Lai Stanislaw, Wanda, Sharon, Kathy) is working on matching funds. The April Newsletter will include articles on BDOG and a video testimonial for the FOLL website featuring Jeri, Teresa, and Nina Mazzo, coordinated by Sam Schlafer. We watched the video and gave it a thumbs up.

VII. Comments from members and others related to FOLL matters – membership is growing; need to clarify to all patrons that a library card is *not* FOLL membership.

Unfinished Business:

VIII. ACTION ITEM: Board Approval of 2020 Annual Report – Gloria reports it is completed. Linda D. moved we approve the Report (Linda D. emphasized how the Report helps with her grant raising by “proving that we are an organization with depth”), Jeri seconded. Approved. Gloria will send link to all 2020-2021 members, to the City Council and City Manager; she has put printed copies in the Library by checkout and in the lobby. She will provide printed copies to any of the Board who request them.

IX. ACTION ITEM: Board Approval for MOU with City for Staff Time on Programs – Gloria as Treasurer reported that FOLL’s Memorandum of Understanding with the City of Lincoln provides the City with \$5,000.00 to pay the Library staff for Family Movie Night and Mother Goose on the Loose – now authorized as virtual storytime. Gloria suggests an on-going MOU so we don’t have to write a new one every year. This on-going MOU will include “...and other programs specifically approved by the FOLL Board” and can be cancelled by either party with a 30-day notice. Question: limited to \$5,000? Yes. Gloria moved we authorize the FOLL President to sign an on-going MOU with the city for \$5,000.00 to staff Family Movie Night and Mother Goose on the Loose, with the above provisos included, Linda D. seconded, Passed.

X. DISCUSSION: Board Approval to Hold Annual Meeting and Recognize FOLL’s 35<sup>th</sup> Anniversary During “Friends of the Library Week” (Oct. 17-24) – Mary proposed we recognize our 35<sup>th</sup> anniversary at an Open House during FOLW Oct. 17-24, 2021. Kathy suggested we have three events during FOLW: Annual meeting; 35<sup>th</sup> anniversary (with video); Open House. Committee: Mary, Linda D., Linda M. will come up with budget. Please send ideas for this celebration to the committee.

New Business:

XI. DISCUSSION: Presentation to City Council March 23, 2021 – Gloria will provide the 2020 Annual Report to the City for distribution to City Council members *before*

the City's March 23 meeting and will present our \$5,000.00 MOU to the City Council on March 23 by Zoom, 6 p.m. We should all "be" there. Linda D. said a lot more than \$5,000.00 has been provided by FOLL for the library and we need more appreciation from the City. Linda M. will mail FOLL membership forms to all City Council members after the March 23 meeting.

XII. DISCUSSION: April is Volunteer Appreciation Month – Wanda suggests sending thank-you notes and is open to other thoughts. She will write an article for the newsletter, including a link to all volunteers' names. Jeri sent 13 thank-you cards to names provided by Phyllis Brown. Discussion: Kathy suggests an early start on 2022 appreciation, let's fill it with passion; pick a day to celebrate; perhaps balloons with names; an outdoor sign with volunteers' names in big letters on a rotating basis; \$5 Starbucks card?; no gift, just card?; a thanks-to-our-volunteers banner and/or outdoor sign; Linda D. suggests we be sure to thank all volunteers personally when possible.

XIII. General Announcements and Closing Comments – none.

XIV. Adjournment – Next meeting 2 p.m., April 14, by Zoom.

Attendance:

Board Members: Mary Nader, Linda Derosier, Jeri Chase Ferris, Sharon Gorley, Wanda Melilli, Linda Morley, Gloria Pilotti-Irey, Lynne Rossi, Kathy Snelson  
Members and visitors: Judy Presnall, Phyllis Brown, Karen Lindh, Marie Salers, Joanne Schumacher, Teresa Lai Stanislaw.  
Library Staff: Kathryn Hunt, Director

Submitted by Jeri Chase Ferris, Secretary