

FRIENDS OF THE PALO ALTO LIBRARY  
MINUTES OF THE BOARD OF DIRECTORS MEETING

APRIL 9, 2014

FOPAL Annex

1. Call to order

The meeting was called to order at 9:03 by President Peter Dehlinger.

2. Roll Call

Present: Nancy Cohen, Peter Dehlinger, Gretchen Emmons, Charlotte Epstein, Nigel Jones, Ann Justice, Gerry Masteller, Frank McConnell, Karen Neier, Jim Schmidt, Steven Staiger, Ed Walker

Absent: Tom Clark, Martha Schmidt, Camille Sarrant

Guests: Monique le Conge, Janette Herceg

3. Agenda Approval

The agenda was approved as presented.

4. Minutes of March Board Meeting Approval

The minutes were approved as presented.

5. Library Director's Report - Monique le Conge

Main is on schedule. The driveway from Newell is scheduled to reopen on July 1 of this year.

Big D, the new contractor for Mitchell Park, is putting together a list of what needs correction. After this they can develop a schedule and complete contracts with subcontractors.

Library budget preparation continues with the assumption that there will be a slight increase. Library positions will be unfrozen. Preparation for summer reading programs for all ages is underway.

6. President's Report

There was no report.

7. Reports of officers/committees

7.1 Treasurer - Karen

Total book sales income for March was \$26,530.05. Total book sale expense was \$17,058.27 leaving a net book sale income of \$9,471.78. Other income was

\$2,841.63 and other expenses were \$0 for a net total income without grants of \$12,313.41.

Book sale income is slightly up and expenses are as expected.

FOPAL is receiving funds in memory of Tom Wyman which are being put into the Miscellaneous Fund but we might want to establish a new category.

Karen and Monique will be meeting next week to discuss grants so Karen can give a presentation to the Finance Committee who will then make recommendations to the board.

#### 7.2 Book Sale - Nancy/Janette

Nancy reported that there are several more people working in HV. Ed has taken over as librarian with the help of Tisa and this has been a major improvement in the process. Amazon sales for March were about \$10,000 gross and net will probably be about 3/4 of that. There have been lots of sales from the Xerox Parc donation. We have a good Amazon rating with no negatives.

Janette will be holding a meeting for section managers on April 23 and one for sorters on April 25.

Janette has been training new assistant section managers. She starts them out on Psychology and then they move on to other sections. There are new volunteers willing to do large pickups, a volunteer for supplies purchasing, and a volunteer to help with email for book sale volunteers. There is also a new volunteer on Psych so Janette's time on Psych is decreasing every month.

Janette gave a brief overview of how valuable a FOPAL volunteer position was for a person who came to us as part of a community service requirement.

Janette is working with the library to present the film "Out of Print" for FOPAL followed by discussion.

She is having discussions with the summer reading program to talk about Book Bucks and developing a collection of books in good condition that can be used as prizes for the summer reading program.

#### 7.3 Publicity - Peter

The Foreword should be going out soon. Peter has been adapting to a new software package but the content is written. There may be a copy to review by next week.

There was a question on whether we can retire the old website. The suggestion was made that we redirect from the old website to the new website. Frank will implement that.

## 8. Other Business

### 8.1 Membership committee/ management - Martha

Jim is reporting for Martha who was unable to attend this meeting. The membership database is correct and current as of April 1. There are 910 active members. The database will be ready for the Members Only sale in July.

There was a question as to whether the membership form can be set to be a constant renewal without a reminder until the specified credit card is no longer valid.

There has been no response yet for a new membership chair.

### 8.2 Proposals for honoring Tom and Ellen

There was a consensus that a plaque or a named area near the FOPAL area downstairs and/or an area near the garden upstairs would be appropriate. Steve will be speaking with Ellen later this morning and will get her thoughts on these proposals. Monique encouraged us to move quickly on this so a decision can be made in time to be part of the opening ceremony at Mitchell Park.

## 9. Other

There was no other business.

The meeting was adjourned at 10:13 AM.

The next board meeting is Wednesday, May 14, 2014 at 9 AM.

Respectfully submitted,

Charlotte Epstein  
Secretary