

FRIENDS OF THE PALO ALTO LIBRARY  
MINUTES BOARD OF DIRECTORS MEETING  
JUNE 11 2014 FOPAL ANNEX

1. Call to order

The meeting was called to order at 9:02AM by President Peter Dehlinger.

2. Roll Call

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

Absent: Camille Sarrant, Ed Walker

Guests: Janette Herceg, Eric Howard, Bob Moss

3. Agenda Approval

The agenda was approved as presented with the addition of Nigel's request re real estate agents.

4. Minutes of May Board Meeting

The May minutes were approved as presented.

5. Library Director's Report - Eric Howard

Eric passed around brochures for the summer reading program, Paws to Read. This is the busiest time of the year for the library. 400 people attended the introductory party for the summer reading program.

The opening of Rinconada is still on track for December. The opening will also highlight all the cultural institutions around the library including the theatre and the Children's Museum.

The opening of Mitchell Park is planned for November and will be a new chapter in the life of the library system. The target is 5000 people for the opening celebration. There was a question as to whether shuttles are part of the planning to alleviate parking concerns. Eric thinks that shuttles are planned but he will verify.

6. LAC Report - Bob Moss

There are three new members of the LAC so the meeting at the end of the month will be concerned with reorganizing officers and deciding on goals and activities. LAC will be focusing on the new facilities and how to integrate the new capacities at MP with the rest of the library.

## 7. President's Report

Peter commented on book donations. The business section has received large amounts of material with many valuable items. Nigel got 15 boxes from Stanford professors of specific subjects and high quality. Other sections are getting more donations but not necessarily of better quality.

## 8. Report of officers/committees

### 8.1 Treasurer - Karen

Total book sales income for May was \$28,898.41. Total book sale expenses were \$16,267.94 leaving a net book sale income of \$12,630.47. Total other income was \$11,790.27 and other expenses were \$0 for a net total income without grants of \$24,420.74.

Amazon receipts are high this month because there were 5 payments. We received an anonymous contribution through the Silicon Valley Foundation. There was a discussion of restricted funds and book plates.

### 8.2 Book Sale - Nancy/Janette

The book sale is this weekend. Schools are out so students are looking for volunteer activities. Janette is holding orientation meetings to get them started. Janette would like to get 20 hours of work from the volunteers even though most students only need 15 hours of community service.

There is a new volunteer for high value collectible children's book, more people helping in history and politics and psychology is getting another volunteer. Mary Bartholomay is taking over in Art/Architecture. Sentencing Alternatives is sending us a few people who are performing community service.

The Out of Print movie event was well attended. Janette received a nice thank you from the library staff who appreciate FOPAL events as they start on time and we are enthusiastic about books.

Janette is developing a partnership for FOPAL with Abilities United. After a series of trainings they will be able to take over the Children's Area in the Bargain Room. Camille has written a how-to-handbook for this area. The volunteers will come as a group with staff members.

There will be a Section Manager's training at the end of the month.

Jewish Family Service wants to arrange for a donation pickup every month.

We have many children's books so we are offering some teachers from San Jose the opportunity to come and purchase books. We are also offering PA librarians books as prizes for the summer reading program.

## 9. Additional Business

### 9.1 Membership Committee/Management - Martha

The membership records are ready for the Members' Early Sale in July. Martha will work with Janette to arrange for extra volunteers.

Martha indicated that she is now comfortable keeping up the membership records as Karen and Frank have facilitated the process. Frank moved the records to the FOPAL laptop. Karen and Martha has organized the method for handling PayPal from the web. Karen processes PayPal receipts and then passes the information to Martha.

### 9.2 Little Free Library Community Book Exchange - Nigel

Nigel contacted the book exchange owner nearest his house and now puts in a book a week with a FOPAL bookplate. He encouraged others to work with a box near their home.

### 9.3 Suggestion for Foreword articles

An article on community service participants was suggested but this could raise issues of confidentiality.

There will be new materials handling systems at MP and Rinconada that could be of interest.

There was a suggestion that we ask Monique to have a staff member write an article on the summer reading program or another interesting FOPAL supported program.

The Foreword will need to come out right after Labor Day with information about the General Meeting that will occur in October.

It was decided that the General Meeting will be Wednesday, October 8 immediately following the scheduled October board meeting.

## 10. Other

### 10.1 Nominating Committee

The ByLaws require that the Nominating Committee consist of 2 members of the board who are not officers and a 3rd member who is not on the board.

Steve accepted a position on the Nominating Committee. Ed will be asked when he returns from his trip. Janette will help find a non board member.

The Nominating Committee needs to produce a slate for inclusion in the Foreword that must be out no later than 15 days before the General Meeting on October 8.

## 10.2 Real Estate Agents - Nigel

Nigel is contacting real estate agents who might be able to direct donors to FOPAL. He has prepared a one page writeup on FOPAL to pass out. He has been in contact with Gwen Luce, a Seniors Real Estate Specialist who will put the information in a Seller's Handbook. Already four people have contacted Nigel to donate. Janette would be willing to speak about FOPAL at a real estate event.

The meeting was adjourned at 10:57AM.

The next board meeting is Wednesday, July 9 at 9AM.

Respectfully submitted,

Charlotte Epstein

Secretary