

FRIENDS OF THE PALO ALTO LIBRARY

BOARD OF DIRECTORS MINUTES

July 9, 2014, 9:00 am, FOPAL Annex

1. Call to order

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

2. Roll Call

Present: Nancy Cohen, Peter Dehlinger, Charlotte Epstein, Nigel Jones, Ann Justice, Gerry Masteller, Frank McConnell, Karen Neier, Jim Schmidt, Martha Schmidt, Camille Sorrant, Ed Walker

Absent: Tom Clark, Gretchen Emmons, Steven Staiger

Guests: Monique le Conge, Bob Moss

3. Agenda Approval

The agenda was approved as presented.

4. Minutes of June Meeting Approval

The June minutes were approved as presented.

5. Library Director's Report - Monique

Monique proudly displayed the certificate and award that the PA libraries received from the Urban Library Councils for the MakerX teen program. We received Honorable Mention for 2014 Leading Learning for MakerX. Out of 160 applications we were the only Maker Space that was recognized. Our program was a collaboration between the libraries and the Art Center. FOPAL provides support for the teen programs.

The punch list for MP was started this week but the new contractors are still finding problems leftover from Flintco. Moving in should start in September with the grand opening scheduled for December 6. Temporary MP will need to close sometime in October.

Temp Main will remain open until the opening of Rinconada. The grand opening will be delayed until January so as not to detract from the MP opening.

The driveway between the Art Center and Temp Main has reopened. The new public art pieces will probably be installed this week. They are unique interactive pieces.

The FOPAL space in MP will probably be ready for occupancy in October.

The library budget was passed by the City Council. The libraries will unfreeze two positions at Main and add three new positions in January to offset the new size of MP. The City Council provided good support.

6. LAC Report - Bob Moss

Bob was encouraged that there was no objection by the council to the budget. Bob commented that the council obviously understands the importance of the libraries to the community.

Bob was pleased to see that the two new LAC members jumped right in to the LAC tasks.

There was a discussion of the meeting rooms at the libraries. The two at Downtown are constantly booked and the new ones at Rinconada and MP will probably also be heavily booked. All the meeting rooms are technology enabled so they can be used in many ways.

Monique remarked that the international languages collection is being expanded with special emphasis on the languages spoken in the homes of library patrons. Also the local interest collection is being expanded with books by local authors and books about Palo Alto.

The children's room at MP is almost the size of the Children's Library so the MP children's collection will be expanded.

The shelves at MP will be full when the libraries open. Some part of the library collection is now allowed to float through the library branches. A book borrowed at College Terrace and returned at MP might stay at MP until it is borrowed again. The librarians do rebalance books as needed. Children's is the only library that doesn't participate.

7. President's Report

Peter did not have a report.

8. Reports of officers/committees

8.1 Treasurer - Karen

Total book sales income for June was \$27,446.83. Total book sale expenses were \$16,677.76 leaving a net book sale income of \$10,769.07. Total other income was \$1,922.20 and other expenses were \$0 for a net total income without grants of \$12,691.27.

Karen used a conservation approach to the budget for 2014-2015 by basing the estimates on the delta from the previous year.

There was a discussion of the FOPAL newsletter with suggestions that it be sent as a trifold with no envelope to save money and that we look into the feasibility of separating the membership list into hardcopy and soft copy recipients.

There was a comment that the budget shows that expenses are up slightly and that income is flat.

There was a comment to consider budgeting income up as a challenge goal rather than budgeting income based on the past results.

Amazon sales have increased over the past few months as the donations from PARC and Stanford have sold quickly. Other books may stay around for months.

There was a question about the possibility of increased income from the book sales. Nancy replied that she is not expecting any big increases and is more concerned that book room sales do not decline.

The Board passed the motion to approved the proposed budget for 2014-2015.

8.2 Book Sale - Nancy

Janette is not at the meeting as she is working with Abilities United who are going to be handling the children's area in the bargain room. There is a very large donation of material for the children's area in the bargain room.

We have quite a few summer volunteers.

The shelves in annex A of the HV area are getting filled with more listed books. Annex B has many books that need time consuming research before they can be listed.

There will be a Member Early sale in July.

9. Additional Business

9.1 Nominating Committee Report - Steve, Peter

Ed and Frank are retiring from the board. It was suggested that the NC concentrate on filling the officer positions and not try to increase the number of board members. We

need a VP for the book sale committee and an Assistant Treasurer. The bylaws allow a maximum of 18 but there is no specified minimum.

Camille is leaving at the end of August so we need an Assistant Treasurer almost immediately.

Nigel volunteered to serve with Steve as the other board member on the NC.

Janette can help look for the non board member.

A special board meeting could be convened in August if there are no candidates in time for the slate to be presented in the Foreword.

Charlotte will email the board roster with the updated information on retirement dates for the current board members.

Jim commented on his work with the Library Bond Oversight Committee and that his work might go on for a long time as there is the possibility that bond money can be used for litigation.

10. Other

Nigel has been tracking receipts from the books sales and noted that the number of receipts has declined month by month for the last 5 months.

The meeting was adjourned at 10:41 AM.

The next board meeting is Wednesday September 10 2014. There is no scheduled August meeting.

Respectfully submitted,

Charlotte Epstein

Secretary