

March FOPAL Volunteer Bulletin

FINANCIALS February Book Sales

(to date)

Main Room \$10,141

Bargain Room \$2,642

Children's Room \$3,990

Outside \$0

Ephemera \$437

Amazon/HV/PBA \$3,693

Volunteers \$599

Downtown \$111

Special \$127

Total Book Sales as of 2/20/2014

\$21,740

January Totals -

January Book Sales \$24,633

Other Income \$5,796

Total Income \$30,429

Payroll Expense (pay every other Friday) \$11,379

Rental Expense \$8,718

Other Expense \$6,374

Total Expense \$26,471

Net Income \$3,958

Grant Payments \$3,084

Change in total assets \$874

**FRIENDS
OF THE
PALO ALTO
LIBRARY**

**-March Sale-
3/08 & 3/09**

3/07, 12pm- All volunteers are invited to attend Friday pre-sale lunch!!!

Thanks lunch team!!!

3/10, 6-8pm Monday Free Night

3/11, 10am Tuesday after sale meeting.

3/12, 9am FOPAL Board meeting

-Volunteer opportunities-

Create your own mini book store! Become a section manager -Sections needing managers or assistants: Psychology, Self-help, and Sex & Gender.

Get to know more FOPAL folks! Day of Book Sale volunteer scheduling- Work from home, using email or make phone calls help fill available shifts for our monthly book sale.

Super-sleuth book researchers needed! Find money hiding in our books. Help research books, decide on Amazon list price, and prepare listing description for book... Training available!

To help email Janette Herceg-

jherceg@friendspaloaltolib.org or call 650-494-1266.

-Welcome new volunteers-

Rick Widebrook- Donation pick-up volunteer & sale day help.

Deidre Miller – Saturday sorter, Psychology assistants

Karen Huck – Wednesday sorter, Psychology assistant.

Elsbeth (Elly) Wing- Saturday helper, Sale day strike crew member, Psychology assistant.

Saying goodbye to Retiring volunteers-

Andrea Gombassi - ☺ Thanks for your many years of service to FOPAL & your community!!!

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High-lights from February Board Meeting

*Monique le Conge, Library Director, reported that the city has terminated its contract with Flintco for the Mitchell Park Library which leaves the bond surety company now responsible for fulfilling the bond. Mitchell Park is unlikely to open before summer. Monique noted that the city was required by law to accept the low bidder which was Flintco. At the time of the bid the company was a reputable international firm but was later sold off.

Requirements were added to the bid for Main to eliminate firms that didn't have the appropriate experience. Main is on schedule and should open by end of 2014. The assumption is that all construction will be completed by the end of 2014. The summer reading program will take place again in temporary space which worked well last summer.

*Link+ will restart at Downtown any day now but will not yet include media. By starting at Downtown the system will not have to be dropped when Mitchell Park closes

*Our treasurer, Karen Neier is now generating a report following the completion of the Saturday sale to be emailed to people who want the sale information as quickly as possible.

*Tom Clark will be reimbursed for the 1700 miles that he put on his truck last year doing book pickups for FOPAL.

*Camille Sarrant is likely leaving the area in September so FOPAL will be looking for a new assistant treasurer.

*FOPAL currently has 5 leases all of which will expire on Dec 31 2014. Altogether we have about 10,000 square feet which costs us about 48 cents per square foot. The city and the school district have not come to an agreement on a plan for the Cubberley property. Any agreement will likely have an impact on our lease situation.

*There will be another member early sale in July with the same format as the December event.

There was a work day in the High Value area on January 20. The area has been completely reorganized and items are now easy to find. Ed is now acting as the librarian.

There are some new volunteers for HV working on fulfillment.

*Nigel Jones reported on his analysis of the weekend receipts. There are about 750 invoices per weekend with 70% from Saturday and 30% from Sunday. The average invoice is for \$14.

*The December member sale had 26 lifetime members. The receipts gave no indication that members spent significantly more than non members.

Sorters & Section Managers reminders-

Section Managers-

* Please help list your books for sale on Amazon store sight. We encourage you to seek out Jerry Stone or Dick Grote for training. Both of these experienced on-line listers are able to schedule "1 on 1" with anyone who would like to get more comfortable with using the internet as a pricing tool. Contact info for Jerry Stone is jpstone@gmail.com or at 650-518-5005, for Dick Grote email him at dick_grote@yahoo.com or call at 650-804-4105. Scottie Zimmerman also offered to do "1 on 1" training and can be reached via email at bigwheel.spot@gmail.com. Both Jerry and Scottie can be found Mondays in Annex A, ready and able to schedule a meeting.

Sorters-

* What to do you do when you need more boxes and lids? Do you wonder where all the boxes and lids go after they've left the Main Room? The mystery isn't a very difficult one to figure out if you follow the book flow. Boxes filled with books from the Main Room go to either H2/Bargain Room or the Children's Room. Hence that's where the boxes & lids end up too. If you need more boxes or lids, feel free to grab a key to H2 (located on lanyards and hanging in the sorting room by the 1st computer) and a cart and walk over to H2. You'll find more than enough boxes and lids in the rear storage room to bring back to help you and your fellow FOPAL volunteers fill the need!

All FOPAL volunteer FYI -

*Long time volunteer Jane Moss has an idea to put together a compilation of pictures of volunteers--thumbnails with first name only, printed out in a 5x5 table format. These pics would be tucked away on a bulletin board or inside the notebook for volunteers. The purpose would be for volunteers to reinforce names with faces--a little "cheat sheet." Jane over several days would come over with her camera, ask volunteers to OK the image, and eventually make a print-out for posting. Look for Jane early in March to begin this project! Thanks – Jane!

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What's new in...?

Main Room -

The revised book floor layout /map and new signs for aisles in Book Room will soon be posted in time for the March Sale by long- time volunteer Scottie Zimmerman. Scottie has worked and re-worked these two projects to better reflect where the sections are currently. We are confident that these updated maps and signs will help our sorters and customers find the section they are looking for more easily. Thanks Scottie!!!

H2- Bargain Room-

Look for a new computer work space in the back for H2, Frank McConnell with the help of a few donations was able to set up an on-line work station for book research / look-ups in the H2-Bargain Room. With internet access shared with our neighbor the Chinese Reading Room this work space is perfect for researching and pricing a large donation overwhelming a section in the Main Room. Thanks Frank & the CRR!!!

Children's Room - Annex A & Annex B-

The creation of Annex A (the room that holds Jerry's office and all books listed / shelved, ready for on-line sale) & Annex B (where volunteer office is and now where all high value books wait to be listed) has brought over more volunteers working for FOPAL's E-commerce operation. Look for Ed & Tisa Walker acting as our librarians most mornings, spreadsheets in hand. This dynamic duo is busy keeping our listed books shelved and ready to be pulled when they sell. Holy list it, shelve it & sell it!

Other News- We have launched the new website!! www.fopal.org

Eventually www.friendspaloaltolib.org will be redirected to the new site. For now both are active. Be aware there is a "Volunteer Only" section that can be accessed with a password and the password is: middlefield.

A BIG THANK YOU -to the website team!

Suggestions or questions from volunteers-

Who is on the FOPAL Board ?

FOPAL, which is a registered 501 © (3) tax-exempt nonprofit corporation, has a Board of Directors who meet on the second Wednesday of each month at 9 a.m., usually in the Children's Book Room. Other volunteers and interested community members are welcome to attend. A list of the current board members as well as special committees, their functions, and contact information is posted on the bulletin board to the left as you enter the Sorting Room.

FOPAL PHONE NUMBERS-

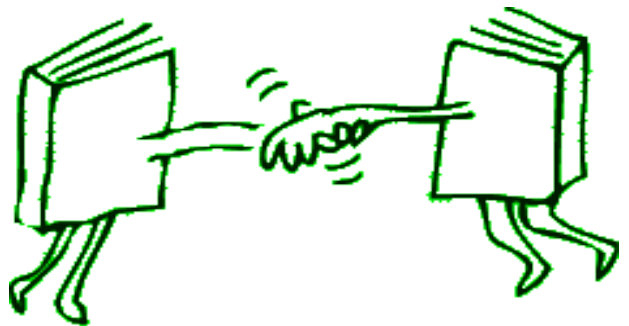
Main Room - 650-213-8755

Volunteer Office- 650-494-1266

Look for FOPAL high-value books on Amazon.com at competitive prices.

Book Sales on line at-

<http://www.amazon.com/shops/grandmabetsybooks>



More volunteer perks ahead-

National Volunteer Week – April 6- 12, 2014

It's a week about inspiring, recognizing and encouraging people to seek out imaginative ways to engage in their communities. Look for a special event for all FOPAL volunteers. We'll be inviting you to an "Out of Print" private film showing and reception.

-Stay tuned for more details, date / time...