

FRIENDS OF THE PALO ALTO LIBRARY
BOARD OF DIRECTORS' MEETING

January 9, 2019
Rinconada Library
DRAFT MINUTES

1. Call to Order:

The meeting was called to order by Nancy Cohen at 9:30.

Present: Nancy Cohen, Charlotte Epstein, Nigel Jones, Tina Kass, Suzanne Little, Shaun Maguire, Gerry Masteller, Neelima Meka, Karen Neier, Young-Jeh Oh, Melinda Parry, K.C. Sarr, Steve Staiger, Jim Sutherland

Guests: Monique le Conge Ziesenhenne, Gayathri Kanth

2. Agenda:

No changes were made to the agenda as distributed.

3. Minutes of the Previous Meeting:

Nigel Jones moved to approve the draft minutes of December 2018. The motion was seconded and passed unanimously.

4. Library Director's Report (Monique le Conge Ziesenhenne and Gayathri Kanth):

- Monique le Conge Ziesenhenne extended her best wishes to FOPAL for a happy new year. She reminded us that the third community meeting for discussion of the new plans for the redevelopment of the Cubberley site will be held on January 24th. She said that she has stressed FOPAL's need for a consolidated space.
- Gayathri Kanth discussed the Aspen Institute report; she will send a link to the report to FOPAL. She said that some interesting ideas came out of the discussion. Monique said that she was looking forward to meeting again with all the parties involved, including the Palo Alto School Board, which was not represented at the Aspen meeting. Giovanna Erkanat has replaced Evelyn Cheng as the administrative assistant; her email address is Giovanna.Erkanat@CityofPaloAlto.org.

5. Reports on electrical panel, PBA, High Value, and Book Fair (Nigel Jones):

- Nigel reported that the new control panel has been successfully installed in the main room. We are waiting for an estimate from the contractor for the installation of one additional bollard.
- At the PBA auction on December 20th, 25 lots of FOPAL's books were sold for a total of \$3,970 before fees. The five lots that were not sold will be reentered in a later auction with lower estimates.
- In December we sold 103 items on eBay for a total of \$2,645 before fees. Our eBay sales are quite strong and would benefit from more volunteers to list items. We have more than 15 boxes of vintage children's books to list.
- At the end of December we had 1002 items listed on Amazon, the highest number since the debacle with Amazon last year. We sold 150 items in December.

- FOPAL now has eleven people, our largest team ever, working on the sales through eBay and Amazon. We still have a big backlog of recent books to be listed, as well as the old backlog.
- In November FOPAL received a large donation of paintings, drawings and letters by Elsie Pomeroy, a twentieth-century California artist. Nigel located her great-granddaughter, who has collected the works from us and given us two checks for a total of \$2,000 as a donation. Janette has the email address of the woman who brought the paintings into the sorting room; a letter of thanks will be sent to her.
- The San Francisco Antiquarian Book Print and Paper Fair will be held on February 9th and 10th. The board had approved the reduced fee of \$450 for a booth at the fair, but Nigel negotiated the fee down to zero. Gerry Masteller will help select the books we will take to fill two bookcases at the fair; Nigel recruited several board members to help with this project.

6. Reports of the Officers and Committees:

- Treasurer (Shaun Maguire): The December sale was very strong (\$18,627.69 for the Cubberley sales) and revenues from eBay, Amazon, and PBA were very good. He is still getting a few donations from the winter appeal letter. He is happy with the rolling schedule of the CD maturities and will reinvest the CD maturing on January 26th. Most of FOPAL's revenue streams are well ahead of the budgeted projections mid-way through the fiscal year. Shaun talked about the coins we have at the end of the sale; he agreed to have the bank count them all and either dedicate one line in the financial report to coins or assign that revenue proportionately to the different sales areas (i.e., main room, etc.). He has purchased a new computer.
- Book Sale Committee: (Charlotte Epstein): Karen DalColletto, who has been added to this committee, has devised a system of red markers for the boxes to be put on hold in the sorting room. Charlotte stressed that this new system must be explained very clearly to all the sorters; she will draft an email to be sent out.
- Membership (Nancy Cohen): Nancy reported that as of January 6, 2019, we have a total of 1,382 members: 308 life members, 38 sponsors, 70 family, 831 individuals, 27 students, and 108 seniors. There are 473 new members, including 391 who have new membership through SFCU.

7. President's Report: Nancy Cohen had asked the board members to come to the meeting with ideas on priorities for the coming year. Several subjects were discussed, including concerns for the volunteers (recruitment, training, and retention), a desire for reallocation of shelf space in the main sales room, and a need to update in writing the financial and personnel/volunteer processes. There was also a discussion about using some of FOPAL's funds for worthwhile projects outside the Palo Alto library system.

8. Adjournment:

Steve Staiger moved to adjourn the meeting at 11:35 A.M. The motion passed unanimously.

