

FRIENDS OF THE PALO ALTO LIBRARY
BOARD OF DIRECTORS' MEETING
February 13, 2019
DRAFT MINUTES

1. Call to Order: Nancy Cohen called the meeting to order at 9:32.
Present: Nancy Cohen, Charlotte Epstein, Nigel Jones, Suzanne Little, Shaun Maguire, Gerry Masteller, Young-Jeh Oh, Melinda Parry, K.C. Sarr, Steve Staiger, Jim Sutherland
Guest: Moniqye le Conge Ziesenhenné
2. Agenda: No changes were made to the agenda.
3. Minutes of the previous meeting:
Charlotte Epstein moved to approve the draft minutes of January 2019. The motion was seconded and passed unanimously.
4. Library Director's Report (Monique le Conge Ziesenhenné):
Monique described the ongoing meetings for the redevelopment of the Cubberley school site. The discussions held by the city council, the school board, and the planning commission may be found at the PAUSD website. In response to Nancy's question, Monique said there has been no discussion about how the site will be managed after it's finished. Concordia will hold a 4th and final meeting on the project on May 9th when it will present various options for placement and height of the buildings. Palo Alto's 125th anniversary will be celebrated this year with various events, including a Palo Alto themed summer reading program at the library.
5. Reports on High Value and the Book Fair (Nigel Jones):
 - We have two books up for auction at the PBA this month and 6 books in an auction in early March. We had no PBA sales in January.
 - We had 1,219 books listed at Amazon in January (the highest number ever for us); 185 books were sold.
 - Young-Jeh continues to have excellent steady sales of dvds.
 - K.C. has had very good success with eBay and is still experimenting with the question of what sells on eBay rather than on Amazon.
 - The San Francisco Antiquarian Book and Print Fair was a big success, in a way; we sold over \$1,800 worth of books. The Fair will be much bigger next year with many more vendors and will probably be worth attending again. It requires a great deal of work, however, and will need much better advanced planning. We would need to think about how to present ourselves (i.e., specialists in California material).
6. Reports of the Officers and Committees:
 - Treasurer (Shaun Maguire): February was a good month with total sales income of \$28,134.97. There were no PBA sales, but net income from Amazon

(\$5,014.71) and eBay (\$1,981.88) was good. The annual appeal brought in a total of \$11,743.65 (\$8,733.73 for the appeal itself and \$3,009.92 for membership renewals). Mobile Modular told Shaun that an addendum to the lease agreements for the two modular buildings that was signed in 2014 changed the rental period from monthly to a thirty-day period, which represents an additional 5 days of rent every year. We owe the company 6 years of this five-day shortfall. The leases will be renegotiated later this year.

- Book Sale Committee (Charlotte Epstein): The new red hold tag system is working very well in the sorting room. Janette is talking to Mobile Modular about various repairs that need to be made to the two buildings. She is also looking for new section managers for military history, professional psychology, computers, and modern fiction/classics. She continues to look at space issues in the sorting room and the main room. At Nancy's suggestion, the team in the children's room will review how it prices the books.

7. President's Report:

- We need to install another bollard by the new electrical panel. The bid from Colter seems quite high (about \$3,500), but two other contractors will not look at the job. Nancy is looking for new names of contractors.
- The BSC wants the four people working on vinyls to have a special sale in the spring in a separate room to reduce the number of records we are storing.
- Nancy is working on several articles for the Foreword (the Pomeroy and Joan Baez stories, plus one being written by Karen on how the bargain room works).
- Nancy has put together a list of the square footage requirements for our space in the rebuilt Cubberley plan. The project manager told us that we would probably have to take some space on the second floor (with our own elevator) for storage and other activities.
- Nancy asked for further thoughts about the board's priorities. There was more discussion about using some of FOPAL's funds for projects outside the five libraries. Steve Staiger will talk to the librarian at Palo Alto High School for ideas.
- It was agreed that Janette should be invited to some of the board meetings, particularly the one in January when she could summarize the activities and issues of the previous year.

8. Adjournment :

Steve Staiger moved to adjourn the meeting at 11:22. The motion passed unanimously.

