

FRIENDS OF THE PALO ALTO LIBRARY
BOARD OF DIRECTORS' MEETING
MAY 8, 2019
MINUTES

1. Call to Order: Nancy Cohen called the meeting to order at 9:30 A.M.
Present: Nancy Cohen, Charlotte Epstein, Melinda Parry, Shaun Maguire, Karen Neier, Nigel Jones, Tina Kass, Suzanne Little, Gerry Masteller, Young-Jeh Oh, KC Sarr, Steve Staiger, Jim Sutherland, Nancy Tillman.
Guest: Monique le Conge Ziesenhenne.
2. Minutes of the previous meeting: **Nigel Jones moved to approve the draft minutes of April 2019. The motion was seconded by Shaun Maguire and passed unanimously.**
3. Library Director's Report (Monique le Conge Ziesenhenne): Monique reported that the summer reading program will begin with a party at Mitchell Park Library on June 1st. The library has a new service for book clubs – it will furnish kits with multiple copies of a book and study guides that can be checked by book clubs in Palo Alto. She attended the annual meeting of the Link + service and said it is very popular and continues to work well. Another new feature for the library is its use of Palo Alto students' school ID cards as automatic library cards. This allows students to access electronic/digital material from home, which is very popular but also very expensive. She said the library spends about \$400,000 – 500,000 a year on resources, including digital material that is quite expensive and somewhat unpredictable because every download is charged separately. She also noted that she has been appointed interim assistant city manager.
4. Monique said that the library system has requested \$10,080,520 from the city for fiscal year 2019/20. The request will be considered by the city's finance committee on May 23rd and voted on June 17th. The city has asked all city agencies to make cuts to their budgets over a three-year period, from FY 18/19 to FY 20/21, to compensate for pension shortfalls (approximately a 3.5% cut from the library) . These cuts have come primarily from staff (there are 47 FTEs in full-time staff and 15 FTEs in hourly staff), although there have also been cuts in the collections this year. She presented the board with a request for \$200,000 in grants for her next fiscal year. She said that the request is basically the same as that in previous years, with one large change: \$140,000 of the request will be dedicated to collections. **Shaun Maguire moved that the board approve these grant requests. It was seconded by Gerry Masteller and passed unanimously.**
5. High Value (Nigel Jones): Nigel delivered more items to PBA this week; there will be 8 listings in the late May auction (66 books, including two sets, with a reserve price of \$1800 for the 8 items). He has another 6 – 10 items for a later auction.

There are about 1900 active items at Amazon; 163 sold last month for approximately \$50/item. This area needs more staff for listing. Shipping is a pinch point but running smoothly.

There are 544 active items on eBay; we sold 63 for about \$18/item. eBay is a good site for us because we have many items that we cannot list at Amazon.

The High Value bay in the April sale did very well: over \$300 earned.

KC Sarr suggested getting a table at the June Kermesse at the International School to sell a collection of French comic books.

6. Treasurer's Report (Shaun Maguire):

- April's revenue was a bit soft: total revenue was \$28,711.83, with \$17,765.88 from the monthly book sale and total sales income of \$25,300.40. Total net income after expenses was \$14,031.75. There were no unusual expenses.
- We still have \$64,656.81 in FY 18/19 grants payable to the library, which will be drawn down in June and July.
- Shaun rolled over a TIAA CD for one year at 2.6%.
- Expenses were well in control for April, and Shaun sees no unusual expenses for the next fiscal year.

7. Book Sale Committee (Charlotte Epstein): Charlotte reported that Classics and Modern Literature will be combined into one alphabetical range of books.

8. President's Report (Nancy Cohen):

- Nancy reminded us that the last meeting for the redesign of the Cubberley campus will be on Thursday, May 9th. As Monique pointed out earlier in the meeting, there are many issues to be resolved, including who will pay for what and how the city and the school district will raise the money for this important project.
- The special vinyl sale will be held at this month's book sale. The team has really come together on this project.
- Gerry Masteller will coordinate a special ephemera sale in A7 at the June sale. Karen dalColletto and Nigel will help Jerry.
- A volunteer issue was discussed.

9. Adjournment:

Steve Staiger moved to adjourn the meeting at 11:08. This was seconded by Melinda Parry and passed unanimously.