

**FRIENDS OF THE PALO ALTO LIBRARY
BOARD OF DIRECTORS' MEETING
RINCONADA LIBRARY
OCTOBER 16, 2019
MINUTES**

1. Call to Order: President Nancy Cohen called the meeting to order at 9:35 A.M.
Present: Nancy Cohen, Charlotte Epstein, Melinda Parry, Shaun Maguire, Karen Neier, Nigel Jones, Suzanne Little, Gerry Masteller, Young-Jeh Oh, Jim Sutherland, Nancy Tillman
Absent: Tina Kass.
Guest: Brooke Bailey.
2. Minutes of previous meeting: **Charlotte Epstein moved for approval of the minutes of September 11, 2019. Suzanne Little seconded the motion and it was approved unanimously.**
3. Agenda changes: There were no changes to the agenda.
4. Library director's report: There were no reports because the librarians were at other meetings.
5. High Value (Nigel Jones):
 - PBA sold one book for \$250 in October and has four items in upcoming sales in late October and early November, including a 1787 Defense of the Constitution by John Adams with an estimate of \$3,000-5,000. Two more books have been accepted for future auctions.
 - We have 2817 active items on Amazon, with September sales of 172 items for \$8,118 (before fees), an average of \$47 per item
 - On eBay we sold 99 DVDs for \$1,814 (before fees), or an average of \$17/item, and 5 books for \$224 (before fees), or an average of \$45/item.
 - Nigel has arranged for a booth at the Book Fair in late January, which will be much larger than the Fair we attended last January.
6. Treasurer's Report (Shaun Maguire):
 - September's book sale brought in \$18,888, about average for us, and Amazon sales were strong.
 - We received a single donation of \$5,000 as well as several new life members.
 - We distributed \$10,000 in FY 19/20 grants to the library.
 - Shaun received a renewal letter from Mobile Modular, which proposed a two-year lease with an increase of 13% for the annex and 15% for the Main Room. Shaun will ask for a five-year lease.

7. Book Sales Committee (Charlotte Epstein): The October sale went well; the Classics special sold 22%. There will be a special ephemera sale in November and a special vinyl and CD sale in December.

8. President's Report (Nancy Cohen):

- Nancy is looking for ideas for article for the next Foreword. Suggestions included an article on PBA and the Book Fair, the John Adams book that will be auctioned at PBA, the upcoming ephemera sale, and the different groups of volunteers that Janette recruits.
- We will stay after the November meeting to stuff envelopes for the annual appeal. In the future, we will not deduct the annual membership from a donation; they will be separate categories.
- A discussion was held about the Library Advisory Commission's request for our views on the commission. Two board members had some hesitation about endorsing the dissolution of the commission. Nancy will draft a letter to the group and circulate it for comments from our board members before she sends it.
- A discussion was held about FOPAL's policy on restricting donations to a specific book or item for the library. Three people would like to see the policy restricted, but most of the board preferred to have the library decide on the appropriateness of a specific donation.
- A huge donation (more than 100 boxes of books) was received from the family of Lorenz Eitner, a former chairman of the Art History Department at Stanford. The section managers are beginning to process this material.

9. Adjournment: **Steve Staiger moved to adjourn the meeting at 10:30. Jim Sutherland seconded the motion and it passed unanimously.**