

FRIENDS OF THE PALO ALTO LIBRARY
BOARD OF DIRECTORS' MEETING
ZOOM VIRTUAL MEETING
NOVEMBER 11, 2020
MINUTES

1. Call to Order: President Nancy Cohen called the meeting via Zoom to order at 9:35 A.M. Present: Nancy Cohen, Charlotte Epstein, Melinda Parry, Nicole Ly, Karen DalColletto, Bill Jones, Nigel Jones, Tina Kass, Suzanne Little, Gerry Masteller, Karen Neier, Young-Jeh Oh, Steve Staiger, Jim Sutherland, Nancy Tillman.
2. Minutes of Previous Meeting: **Nancy Cohen moved that the minutes of both the October 14, 2020 Board of Directors' Meeting and the Annual Meeting be approved. Suzanne Little seconded the motion and they were approved unanimously.**
3. High Value (Nigel Jones):
 - The two Patchen books sold last week at the PBA auction with a net to us of \$1,445. A set of works by Jung is being auctioned this week; the bids for that have already reached \$450. PBA has accepted a three-volume set of works by Sir Walter Scott and is looking at 6 other items. We have 15 items in the pipeline.
 - Our numbers are down at Amazon: only 209 items sold in October for revenue before fees of \$9,209. We have already sold about \$400 of material from the Graff donation.
 - We earned \$1,440 (before fees) from eBay, a decline in revenue from October. There has been a big drop in DVD sales because of fewer donations. Only four vintage children's books were sold. Lisa is listing a huge number of children's books from the Graff donation on Amazon as well as on eBay.
4. Treasurer's Report (Nicole Ly):
 - Our application for forgiveness of the Payroll Protection Program loan is awaiting final approval, which may take 90 days.
 - We had higher expenses for October from three payroll periods and some expenses in setting up the sale of the Graff donation. Total expenses for the month were \$22,493, but our gross income was \$25,949, so we ended the month on a positive note. The Friends & Family sales brought in \$16,132.
5. Book Sale Committee (Charlotte Epstein): The Friends & Family sales are going well. The Bargain Room is holding \$5 bag sales this month and will have Free Night during December to clear out the room. We need to increase the donation days and/or times because the drop-off dates are already booked through December and we don't have enough material coming in.
6. President's Report (Nancy Cohen): The big art sale of the Graff donation will be held November 13 -15. Buyers will make one-hour appointments through slottr. Karen

DalColletto will bring safety supplies (gloves, shields, hand sanitizer) to H1 for the volunteer cashiers and monitors. We hired two day-workers to move boxes around the room for final placement on the tables, chairs, and floor. Everything is now ready; Janette is looking for volunteers to help. The new SCC Safety Order for Covid preparedness has been updated and posted in all the rooms.

7. Adjournment: **Steve Staiger moved that the meeting be adjourned at 10:15. Melinda Parry seconded the motion and it passed unanimously.**