

FRIENDS OF THE PALO ALTO LIBRARY
BOARD OF DIRECTORS' MEETING
ZOOM VIRTUAL MEETING
DECEMBER 9, 2020
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, 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.
Guest: Gayathri Kanth.
2. Minutes of Previous Meeting: **The minutes of the Board Meeting and the General Meeting, both held on October 14, 2020, were approved by acclamation.**
3. Interim Librarian Report (Gayathri Kanth): With the new county pandemic restrictions in place, the library has modified its services: materials to be picked up by appointment will be left in paper bags outside the library. The second Palo Alto Reads program (with the book Bias) was held last week with 708 Zoom participants. The Story Time programs, also held on Zoom, are averaging 150 -200 participants. The library will continue this format even after the pandemic ends.
4. High Value (Nigel Jones):
 - We sold a 21-volume set of Jung's writings for \$1,020 at PBA. There are several items in the pipeline waiting for approval.
 - We had 4,002 active items on Amazon; 229 were sold in November for \$10,348 (before fees), slightly above the October revenue.
 - We sold 52 items on eBay for revenue of \$1,324 (before fees), a decrease from October. This is due to declining donations. Ten vintage children's books sold for revenue of \$350.
 - Approximately \$3,000 worth of art books from the Graff donation have sold on Amazon. There are many more art books and children's pop-up books from this donation to be listed.
 - Shipping has become a huge problem because Ed Walker is stepping down for the next year or so. Bill Jones, John Schiebe, and Fabio are working on it, but we are looking for more volunteers. Our revenue from Amazon depends on a smooth, dependable shipping operation.
5. Treasurer's Report (Nicole Ly):
 - Total sales income for the month was \$28,795. That includes \$12,686 from the special art sale of the Graff donation. Expenses were \$17,161.12.
 - SBA has forgiven our Payroll Protection Program loan of \$14,800, which will be removed as a liability from the December financial statements.

- We have \$100,000 in cash right now. That will cover us for the next six months even if there are no further sales during that period.
6. Book Sale Committee (Charlotte Epstein): The revenue from the Friends and Family sales has been declining; in November it was half of what it was in September. Given the recent lockdown orders in Santa Clara County for the pandemic, the question is should we cancel all of these sales and close FOPAL completely? The teams in the Children's Room and the Bargain Room want to continue through to the end of the year; the hosts in the Main Room may be a bit more hesitant to host the sales. Charlotte Epstein and Karen DalColletto voted to cancel all sales until the situation improves, but the rest of the board believed that it was up to the individual teams to make that decision. The Bargain Room, which is hosting "Free Night" all month for customers and non-profits, will be cleared out at the end of December.
 7. Adjournment: **Steve Staiger moved that the meeting be adjourned at 10:40. Melinda Parry seconded the motion and it passed unanimously.**