

FRIENDS OF THE PALO ALTO LIBRARY  
BOARD OF DIRECTORS' MEETING  
ZOOM VIRTUAL MEETING  
JANUARY 13, 2021  
MINUTES

1. Call to Order: President Nancy Cohen called the meeting to order at 9:35 A.M.  
Present: Nancy Cohen, Nancy Tillman, Melinda Parry, Nicole Ly, Karen DalColletto, Charlotte Epstein, Bill Jones, Nigel Jones, Tina Kass, Suzanne Little, Gerry Masteller, Karen Neier, Steve Staiger, Jim Sutherland.  
Absent: Young-Jeh Oh.  
Guest: Gayathri Kanth.
2. Minutes of Previous Meeting: **The minutes of the Board Meeting of December 9, 2020 were approved by acclamation.**
3. Interim Librarian Report (Gayathri Kanth):
  - Mitchell Park Library's parking lot and the Community Center are being used for Covid testing sites.
  - The staff has made a few changes to the library's website and has added staff picks.
  - The library is back to regular pick-up service. Gayathri explained the lengthy steps taken to return, quarantine, and check out library holds, which have consumed a lot of staff time.
  - Gerry asked how library impact fees are being used. Gayathri said some have been set aside for the archives' future home in the Roth building on Homer Avenue.
  - The library is working on installing automated check-in systems at the smaller branches.
4. High Value (Nigel Jones):
  - Pacific Book Auction will auction Peter Pan and Wendy on January 21<sup>st</sup> (estimate \$200-300). Eleven items have been accepted for future auctions and 4 or 5 items are awaiting approval.
  - December was an excellent month for Amazon revenue. We had 3,881 active items and sold 306 for \$13,870 (before fees), an increase of \$3,500 from November. Nigel believes that about 37% of the month's income was from the Graff collection of art and children's books.
  - eBay revenue was much lower because of fewer DVD listings (due to reduced donations) and because more children's books sold last month on Amazon than on eBay. Revenue before fees was \$599 for 38 items. Revenue in November was \$1,324.
  - Shipping to Amazon has slowed dramatically due to Ed Walker's absence. Bill Jones has been helping out and one volunteer may join the team. Another couple is considering it.
  - Our Amazon store has been called Grandma Betsy's, which everyone agrees is a terrible name. Nigel has changed it to Friends of the Palo Alto Library. All of our current listings have been changed; Nigel is waiting to see if Amazon has any objections.

- We will not be able to set up an internet site in time to participate in the Book Fair in San Francisco this winter. Nigel believes the Fair will not take place anyway because he cannot find any references to it.

5. Treasurer's Report (Nicole Ly):

- Our gross income of \$37,491 for December included the forgiveness of the \$14,800 PPP loan from the government. That figure had been recorded as a liability on our 2020 balance sheet and is now recorded as a restricted contribution to FOPAL. Our total sales income for the month was \$18,382, and our expenses were \$15,209.
- Our profits for this quarter are \$65,780, so we are on track to meet our goal of a \$80,000 grant to the library if our Friends and Family Sales continue to do well.
- After a discussion, the board decided not to apply for a second Payroll Protection Program loan.

6. Book Sale Committee (Nancy Tillman):

- Friends and Family Sales are going well. They require a lot of Janette's time for scheduling the shoppers (as well as the donors) and she hopes that the system can be streamlined in some way. She is constantly trying to find new volunteers to help with the donations and the sections.
- Andrea Lozano, who was instrumental in the organization of the Graff donation, is moving to Oregon. The art section, which she managed very successfully, is an important and lucrative section.
- The Graff collection has earned about \$23,600 thus far, between the art sales in H1 and the Amazon sales. A great deal of material remains in H1 and many books have been sent to Amazon, so we expect more revenue from this donation. The sale of children's pop-up books has been a bit disappointing.
- The Bargain Room team has finally cleared out the room and will begin to replenish its shelves.
- The old golf cart is broken; we have asked the dealer to try to sell it for us.

7. President's Report (Nancy Cohen):

- Nancy reported that Michael Kim, a well-liked volunteer, died suddenly in November.
- The Friends of Cubberley are meeting monthly to try to get the site's redevelopment plans back on track. Alison Cormack (City Council) and Jesse Ladomirak (School Board) are part of the group.

8. Adjournment: **Steve Staiger moved that the meeting be adjourned at 10:45. Melinda Parry seconded the motion and it passed unanimously.**