

FRIENDS OF THE PALO ALTO LIBRARY
BOARD OF DIRECTORS' MEETING
ZOOM VIRTUAL MEETING
FEBRUARY 10, 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, Young-Jeh Oh, Steve Staiger, Jim Sutherland.
Absent: Karen Neier.
Guest: Gayathri Kanth.
2. Minutes of Previous Meeting: **The minutes of the Board Meeting of January 13, 2021 were approved by acclamation.**
3. Interim Librarian's Report (Gayathri Kanth):
 - The City Council discussed long-range budget forecasts this week with three scenarios for light to serious budget cuts, which will be in addition to the cuts made this year when the library lost the equivalent of 10 FTEs. The city asked the library to work on moderate cuts (Plan B). The city also told the library to review its forecasts again in the fall in case revenues increase during the summer.
 - Last year the library cut its permanent collections to increase its digital offerings, so the staff is worried about that impact when the libraries reopen.
 - The enormous increase in electronic offerings during the pandemic forced the library to limit Hoopla downloads to just three items per month per library card. This restriction will probably continue into next year.
 - The writing contest was a huge success, with stories from many different countries. They will be published online.
 - The summer reading program will be mostly virtual this year.
 - The tax preparation advisors will provide tax help remotely, not in person.
4. High Value (Nigel Jones):
 - We have 11 items waiting to be auctioned at PBA. Nigel has sent 6 items for review and is holding another 6 for approval.
 - Amazon revenue for January was weak: 183 items sold for \$8,375 before fees, down from \$13,870 for December.
 - January results for eBay were better: 63 items sold for revenue of \$1,678 before fees. A larger number of DVDs (54) sold last month at an average of \$26/item.
 - Feldman's Bookstore in Menlo Park is changing its location and has four truckloads of books to be picked up.
 - The Graff books sold on Amazon and eBay have brought total revenue of approximately \$12,745 YTD.

- The total revenue from the Graff donation is approximately \$29,351 YTD.
5. Treasurer's Report (Nicole Ly):
- Our total revenue for January was \$22,172, which included total sales of \$16,833. This revenue was down from December's revenue.
 - Our expenses for the month were \$17,361, which included a one-time expense of approximately \$2,000 for new bookshelves in the Bargain Room.
 - Tina Kass asked how we could reduce expenses. This would be very difficult because almost all our expenses are fixed (payroll and rent).
6. Book Sale Committee (Nancy Tillman):
- Nancy is working with Janette and Frank to simplify the appointment system for sales and donations.
 - Nancy worked with Janette on reducing the clutter in the Main Room and the Bargain Room.
 - The board discussed how Janette divides her time during the Covid restrictions between working from home and on site. She is working from home three days a week during the pandemic and has made her calendar available to Nancy..
 - Nancy will talk to Janette about making her cell phone number available to everyone.
7. President's Report (Nancy Cohen):
- The spring issue of the Foreword will include an article from the library staff about its work during the pandemic. There will also be an article about the end of the art sale.
 - Melinda Parry told the board that the remaining Graff art books in H1 had been sold to a local woman who is donating them to the China Fine Arts Academy in Beijing. She and Nancy and Nigel repacked the 230 boxes, which will be picked up next week.
 - PG&E wants an easement on the south side of Cubberley for testing their pipes. The City Council and the School Board have joined forces to fight PG&E's threat of eminent domain.
 - Young-Jeh Oh thinks the FOPAL website is too cluttered and would like to see it redesigned and updated.
8. Adjournment: **Steve Staiger moved that the meeting be adjourned at 11:00. The motion passes by acclamation.**