

FRIENDS OF THE PALO ALTO LIBRARY
BOARD OF DIRECTORS' MEETING
ZOOM VIRTUAL MEETING
JULY 14, 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, Young-Jeh Oh, Jim Sutherland.
Absent: Steve Staiger.
Guest: Gayathri Kanth.
2. Minutes of Previous Meeting: **The minutes of the board meeting and the executive session were approved by acclamation.**
3. Interim Librarian's Report (Gayathri Kanth):
 - Hiring for several vacant staff positions (five FT, 2 PT) has begun.
 - The summer reading program, conducted virtually this summer, is going well.
 - Seven-day-a-week openings will not resume at Rinconada until all of last year's budget cuts have been restored.
 - One new copy of an item is purchased for every ten hold requests.
4. Treasurer's Report (Nicole Ly):
 - Gross income for June was \$24,191. Friends and Family, auction, and on-line sales raised \$21,197. Total expenses were \$15,613.
 - Gross income for FY 20/21 was \$320,655, with Friends and Family sales for 9 ½ months and no on-site sales for 2 ½ months.
Gross income for FY 19/20 was \$333,206, with regularly monthly sales for eight months and no on-site sales for four months.
The difference between the two fiscal years is only \$12,551, a remarkable achievement given the Covid-19 restrictions for our sales in FY 20/21.
 - The library will carry over \$14,553 from its 20/21 grant into its 21/22 grant.
 - The city required a 50% reduction in revenue during the pandemic in order to qualify for any rent reduction or forgiveness. Our revenue declined only 41% during that period, so we will not qualify.
5. High Value (Nigel Jones):
 - PBA has two items for sale in the next few weeks (Overland Express and a Steinbeck novel). Another item has been accepted for an auction in November, and there are 13 other items waiting for future sales.
 - Amazon has 4,277 items for sale; 143 sold for before fee revenue of \$7,272. We will not send new items to Amazon until our current inventory falls below 1,200.

- eBay had revenue of \$1,612 (before fees); 40 items sold. We have 861 active items on eBay.
 - Nigel and Fabio have been separating out about 8 boxes of books to be picked up by Forest Books this Friday when they will sign the contract for this new service. Forest will list and sell our books with a value of \$20 - \$75 through his store on Amazon; books with a value above \$75 will probably be listed on eBay. In the past, only about 30 of all books we sold per month on Amazon had a value above \$75.
6. Book Sale Committee (Nancy Tillman):
- The BSC met on July 13th and did extensive planning for the August 14th sale. Discussions included staffing, publicity, and Covid-19 restrictions. Masks will be required in all rooms and there will be a limited number of customers in each room (80 each in the MR and BR, 30 in the CR).
 - There will be no donations from August 9 to the 15th. The Main Room must be completely ready by August 11th to allow for a professional cleaning.
 - Janette has done a wonderful job recruiting new volunteers this summer, including staffing for the sale.
7. Nominating Committee: Melinda Parry reported that the committee was interviewing people for the board.
8. President's Report (Nancy Cohen):
- Covid-19 sign-ins will continue for all volunteers in each room.
 - Water service will resume, but not snacks.
 - There will be no board meeting in August.
 - Board meetings will resume at Rinconada Library in October. They will be hybrid zoom/in-person meetings.
 - Gayathri Kanth introduced Nancy to a HP employee who is helping us upgrade our internet service. Our new rate with Sonic will be \$208 per month, up from \$136 per month.
9. Adjournment: **Nigel Jones moved to adjourn the meeting at 10:45 A.M. The motion passed by acclamation.**