

FRIENDS OF THE PALO ALTO LIBRARY
BOARD OF DIRECTORS' MEETING
ZOOM VIRTUAL MEETING
SEPTEMBER 9, 2021

1. Call to Order: President Nancy Cohen called the meeting to order at 9:35 A.M.
Present: Nancy Cohen, Nancy Tillman, Melinda Parry, Karen DalColletto, Bill Jones, Nigel Jones, Tina Kass, Suzanne Little, Gerry Masteller, Karen Neier, Young-Jeh Oh, Jim Sutherland.
Absent: Charlotte Epstein, Steve Staiger.
Guest: Gayathri Kanth.
2. Minutes of Previous Meeting: **The minutes of the board meeting of July 14, 2021 were approved by acclamation.**
3. Librarian Report (Gayathri Kanth):
 - The board congratulated Gayathri on her appointment as Director of the Palo Alto Library. She thanked us for all of our support during the Covid-19 crisis.
 - College Terrace and Downtown Libraries are now open two afternoons a week. After she recruits new staff, those libraries will be open two full days and one weekend day.
 - Mitchell Park Library will be opening earlier in the day; she hopes it will reopen on Sundays in the near future.
 - The summer reading program is winding down.
 - Fall programming is challenging because the staff is concentrating on how to reopen the libraries and expand their currently limited hours.
4. Treasurer's Report: Nicole's financial report for July showed total sales income for July as \$27,698, but that did not include any income from PBA or the library stores. Total gross income for August was \$62,444. Expenses were shown as \$28,302, which did not include advertising expenses. It is not clear that the CD coming due on July 26th was automatically reinvested.
5. High Value (Nigel Jones):
 - We had 3,986 active items on Amazon and sold 127 for pre-fee income of \$6,688.
 - We sold 28 items on eBay for pre-fee revenue of \$1,026.
 - We sold the Walter Raleigh material at PBA for \$276 (net). We have 19 items in its pipeline, including two lots of miniature books (estimate \$200-\$300 each) and one lot of small German books published by Insel Bucherei (estimate \$500-\$800) in an auction next month.
 - Forest is picking up 16 boxes of books that he will list for us on his Amazon site. He will also start testing high value CDs. Our July income from his service was

\$108 and \$237 for August. This should increase as he takes more boxes from us. By the end of this week, we should have about 400 of our books listed at BookForest, his Amazon site.

- A group of documents related to the Paris Peace Agreement were found in the annex. They had once belonged to a curator at the Hoover Institution at Stanford; it is unclear where they were between the 1930's and their arrival at FOPAL several years ago. Nancy returned the archival deed for these items to the Hoover yesterday. The materials had been given to it previously for review.

6. Book Sale Committee (Nancy Tillman):

- The August sale went quite smoothly. There were fewer customers than in the pre-pandemic days, but the income was decent. There was some confusion with the cashiers, who need better training and newer iPads.
- The Friends and Family sales have been discontinued in all three rooms, although they may be reconsidered in the future.
- Donations will continue to be separated from sorting functions.

7. Nominating Committee (Melinda Parry):

- The nominations for President (Jenny Munro), Secretary (Helen Beevers), and Treasurer (John Wang) have been completed. The election will be in October.
- Melinda suggested that the new nominating committee be established early in the year. Three to four months is too short a period to find suitable candidates for the board.
- Because Nicole Ly is resigning as Treasurer in mid-October, The Board is being asked to appoint John Wang to start acting as Treasurer next month. Gerry Masteller moved and Nigel Jones seconded the following resolution:

RESOLVED, that the Board accepts the resignation of Treasurer Nicole Ly, who has moved to San Francisco, such resignation to be effective on or about October 15, 2021.

Be it further resolved, that the Board appoints John Wang as Treasurer and board member to replace Nicole Ly on the date of her resignation, to serve through the end of 2021. The Annual Meeting will elect a new Treasurer to serve beginning January 1, 2022.

Be it further resolved, that the signators for accounts at Union Bank, Stanford Financial Credit Union, Boston Private Bank and TIAA shall be the following, effective October 15, 2021:

President Nancy Mahoney Cohen

Treasurer John Wang

Assistant Treasurer Susan Light

The resolution passed unanimously.

8. President's Report (Nancy Cohen):

- FOPAL received a bequest of \$25,000 from a man who had been a member for a few years around 2007.
- The October board meeting and annual members' meeting will be hybrid zoom and in-person meetings at Rinconada Library.
- The HP volunteer who was helping us upgrade our internet service has discovered that AT&T (Sonic provider) will not be able to do the upgrade for the Main Room. We hope he will be back and able to find a solution to this problem.
- Nigel asked if there will be a financial review by an outside firm later this year. Nancy is making arrangements for that to be done.

9. Adjournment: **Jim Sutherland moved to adjourn the meeting at 11:00. Nancy Tillman seconded the motion and it passed unanimously.**