

Friends of the Clarksburg Library, Board of Directors

Tuesday, April 12, 2011, 7:30 p.m.
Activity Room--Clarksburg Library

Members Present:

Ted Smith Carole Viss Ken Pylman Darlene Webber
Lexie Clark Stephanie Bogle Saralyn Taormina Kathie Merwin
Karen Coffee Elizabeth Gray, Assistant County Librarian
Becky Frame, Clarksburg librarian Devin Vlach, Eagle Scout candidate
Bernie Vlach

Call to Order/Review of Agenda--Ted Smith called meeting to order.

Minutes of March 8, 2011--Minutes approved, with spelling corrections.

Special Guest: Devin Vlach, Eagle Scout candidate from Troop 83, presented various project ideas for a storage building. His time line for completion is by July 1st. The storage building subcommittee will meet with Devin. Board passed a motion giving the subcommittee authority to work directly with Devin and to allocate \$1500 toward the project. Passed.

Budget Report--Saralyn Taormina (with Input from Twyla Buzarellos) No report.

Representatives of Library--Elizabeth Gray and Becky Frame

- The all-county, summer reading program for all ages, "Novel Destinations", is under way at all branches. Prizes will be provided for younger ages. Becky Frame requested authorization for up to \$500 for individual presenter programs and prizes for the Clarksburg's program. Board approved.
- Progress is being made toward rearranging the reading areas for younger children.
- Elizabeth Gray indicated that Yolo County Library is using limited funds to the best advantage throughout the branches.
- Yolo County Library held its county-wide staff meeting at the Clarksburg branch on Monday, May 10th

FOCL website: Ted presented printed information regarding the possible web site, which included:(1) Suggested Name for the FOCL Domain;
(2) Content and Design of Rachel Frame's Proposed Web Site; and
(3) Fee Schedule

He asked board members to review Rachel's proposal and to identify any corrections that they deemed necessary so that action could be taken on the item at the next meeting.

Wine Tasting Event,2011: The date was confirmed for the initial meeting of the committee for the Wine Tasting Event for May 10, 2011 Ted said he would contact all prior participants.

Storage Facility: Kathie Merwin confirmed the storage facility location, and stated that the tree had been trimmed.

Maintenance of Facility and Grounds: Kathie Merwin

1. Janitorial Service--Kathie Merwin contacted Amy Nishi regarding her mother's offer to do the job. Discussion regarding janitorial service payment and policies followed.

2. APEX Pest Control--Kathie stated she needed the phone number for APEX. She will inquire about a bi-monthly service.
3. Touch-Screen Thermostats--Kathie has not yet contacted P G & E.
4. She requested mulch for the garden areas. Complaints regarding standing rainwater in the parking area were discussed. Ted suggested Kathie cost out a load of chipped rock.
5. Dennis Updegraff has submitted an estimate of approximately \$3,000 for repair and upgrading of the bathrooms. Action on the item was delayed for a future meeting.
6. Becky asked for replacement kitchen flooring.

Use of Activity Room/Schedule of Fees--Saralyn Taormina mentioned she'd done an analysis of room usage, stating that the room cannot be "opened" for \$25. She suggested a "time slot" costing, setting hours more tightly than "all day". She will review costs and bring it back to the board.

Adding Legends to Archival Photos --Saralyn Taormina presented examples of different type fonts for the legends of the archival photographs, and the board reached consensus on the font to be used. Saralyn said she would have the legends prepared.

Property Assessment from North Delta Water Agency: Ted mentioned receiving the official ballot for the North Delta Water Agency. Board voted to support the increased assessment as specified on the ballot. Stephanie Bogle, Correspondence Secretary, will fill out the ballot and return it.

Letterhead: The sample FOCL letterhead offered by Ted was approved as reviewed.

Lease Agreement with Yolo County: Carole Viss and Ted Smith will review the lease agreement with Yolo County and make suggestions to the board prior to the termination of the current lease in September.

Annual Fund-Raising Drive/Schedule: Ted handed out a sample FOCL newsletter. The board reviewed the newsletter and the proposed solicitation form and requested adding information regarding the summer reading program and an article explaining why everyone in the Clarksburg area was receiving a copy of the newsletter. Saralyn volunteered to arrange for duplication and folding, as long as FOCL provided the necessary stock.

Invitation from Yolo County Library Advisory Board: Ted mentioned special County Library Advisory Board meetings are open to all members of Friends groups, and encouraged board members to attend.

Being no further business, the meeting was adjourned.

Next Regular Meeting of the FOCL Board is June 21st.

Respectfully submitted,
Darlene Webber,
Recording Secretary