

Friends of the Clarksburg Library
Meeting of the Board of Directors
Tuesday, October 11, 2011--7:00 p.m.
Activity Room--Clarksburg Library

Present: Ken Pylman, Saralynn Taromina, Ted Smith, Carole Viss, Darlene Webber, Becky Frame, (Clarksburg Librarian), Elizabeth Gray (Yolo County assistant librarian).

Call to Order and Review of Agenda—(Ted Smith)

Minutes of August 9, 2011—(Darlene Webber) Approved as corrected.

Report on 2011 Budget--Saralyn Taormina gave an overview of the event: 240 tickets sold (including individual, sponsor, and comp tickets [99]), 315 attendees, several returning attendees and several no-shows. Event income was about \$21,000. Expenses included food, rent for tables, payment to artists, and misc. FOCL may have netted \$12-15,000 or so. Motion was made to pay the Scouts \$300 for their parking services. Passed.

Representatives of Library—(Sara Ferguson [or representative] and Becky Frame) Becky stated that Dennis Updegraff divided the shelving in the children's book room, which makes the room more spacious, more user - friendly, and now has really good shelving. Yolo County supported the cost of \$140 to have the job done.

Request from Women, Infants, and Children (WIC) Program for Use of Activity Room

- Elizabeth Gray announced the 17th annual Esparto Harvest Dinner, Nov. 13th, and indicated it was reasonably priced.
- WIC: In accordance with a memo on the Child/Infant Act etc., WIC is asking the library to waive the \$25 room rental fee to use the facility one afternoon a month. Exact time will be determined. Moved, seconded, passed.
- Davis branch manager, Jay Johnson, attended the wine tasting.

Report on Wine Tasting and Art Auction for 2011 and Take Possible Action on Holding Event in 2012, Including Setting Date and Prices for Attendance. Ted mentioned that attendees said this was the best wine tasting ever, with good food, ambience, well run event. No date set for 2012.

Progress Report on Logan Vlach's Eagle Scout Project, Including Report on Use of Storage Shed
The storage shed cost was \$1,849.67. Shelving project has been approved. Work is in progress.

Maintenance of Facility and Grounds, Including Review of Needed Repairs—Ted mentioned dry rot in the porch supports. He asked Dennis Updegraff to estimate, \$1025 to replace. Moved, seconded, motion passed. Other damage includes peeling paint, door knobs changed to ADA standards, signage in the front of the library.

Review of Procedures for Using Touch-Screen Thermostats Installed by PG&E Ted passed out a quick reference sheet to educated board members on the touch screen thermostats appearance and operation.

Report and Action on Needed Changes in Contract for Cleaning Facility to Include Management of Activity Room and Review of Activity on Website and E-mail Messages. Former custodian, Nathan Parks, is released. Saralynn Taromina is now cleaning the activity room. She charges \$75/wk. which includes management of the Activity room, and some light grounds/yard work. Moved; seconded; passed. She plans to work on the courtyard for year round bloom, and suggested a mural painting on the courtyard wall, etc.

Report on Selection of Architect to Prepare Plans for Making Bathrooms Compliant with Federal Regulations Kaufmann Architects is requesting \$1,250 for architectural services in designing ADA compliant bathrooms.

Discussion followed. Room capacity will need to be determined prior to engaging an architect. Action tabled pending additional information.

Review Contract for Use of Activity Room and Approve Schedule of Fees--Saralyn Taormina and Stephanie Bogle
Saralynn recommended restructuring of the fee schedule, specifying hour blocks, etc.

Legends to Photos in Activity Room--Saralyn Taormina: Work in progress. Frames may be purchased at a discount. Photo boards were exhibited at Courtland Pear Fair; that netted more than \$70.00 of income.

Report on Renewal of Lease Agreement with Yolo County--Carole Viss and Ted Smith Lease is extended to March 30, 2012. Renegotiation with the County will follow. Target date is first week of March.

Report on Meeting with Representatives from the Delta Conservancy Regarding the Photographic Collection, Including Need for Making the Photographs More Easily Obtainable--Karen Coffee
Karen and Ted met with the manager of the Delta Conservancy who want to promote the historic photographs housed at the library. He recommends non-collaboration. No action item. Saralynn recommended putting the pictures on disc, out-sourcing to Snapfish or another such company to make them available for purchase to the public. No action taken.

Date for Annual Meeting, Tentative date, January 29th or Feb. 12th. Planning will be committee: Stephanie Bogle, Saralynn Taromina and Carole Viss. Ted suggested that Greg Merwin, an original library board member, speak about the controversy that led to the creation of the library; having been s actively involved in the process. Back-up suggestion would be to invite local regional authors. Board moved, seconded, passed.

Appoint Planning Committee, Consider Potential Featured Speakers, and Make Decision Regarding a Newsletter
Announcing Meeting: A community newsletter will be sent out in January.

Appoint Nomination Committee, as Required in Bylaws: Committee members will be Becky Frame, Ken Pylman and Karen Coffee. Ted suggested the committee extend their search to include a include a member to represent the Hispanic population in the community.

Set Date and Time for the Next Regular Meeting of the Board (**November 15, 7:00 p.m.**)

Review of Correspondence and Adjournment

- FOCL Board is invited to take part in Yolo County's Philanthropy celebration on Nov. 8th. Each agency creates whatever award is appropriate. FOCL is choosing not to participate.
- Spanish Language Book Fair, January 27, 2012 which would represent Latin American literature. (Davis)
- Art Farm exhibition 2011, Oct. 7th to Nov 30th. (Woodland)
- Craft Fair is December 3rd. Our library has been asked to organize a book sale.
- FOCL received an Invitation to join Friends of West Sacramento Library.

Being no further business, the meeting was adjourned.

Respectfully submitted,
Darlene Webber,
Recording Secretary