

October 19, 2010

The meeting of the Board of Directors of the Friends of the Clarksburg Library (FOCL) was called to order by President Ted Smith at 7:45 p.m. in the Activity Room of the Clarksburg Library, and he declared that a quorum was present with the following members in attendance: Deline Hunter, Kathie Merwin, Ted Smith, and Saralyn Taormina. Not present were Lexie Clark, Carole Viss, and Darlene Webber. Elizabeth Gray, the new Yolo County Assistant Librarian, was present, representing the Yolo County Library; and Becky Frame was present, representing the Clarksburg Library.

Minutes. The minutes of July 20, 2010, were approved, with these minor corrections: the spelling of Saralyn Taormina's last name in three places and a change in the wording of the item on insurance coverage from "value of" to "limits on."

Treasurer's Report. Saralyn Taormina reported that the total figures for the wine tasting event are not yet available, but she hoped to report them to the Board at the November meeting. She presented the Board with a report showing FOCL's expenses for the 2009-2010 fiscal year, with projected figures for expenses in the current fiscal year, not including the figures for the wine tasting event, which she believes should be kept separate from FOCL's other regular operating costs. According to the figures that Saralyn presented, FOCL's total operating expenses for 2010-2011 will be \$11,912.81, whereas the total for 2009-2010 was \$13,942.93. The major reason for the smaller figure was the much smaller amount projected for repairs of the building, specifically, the Activity Room. She also noted that Twyla Buzzarellos, FOCL's accountant, has generally presented her budget reports on a calendar year, and the Board needs to decide whether it wants to maintain a budget on a fiscal year, which would coincide with the county's budget, or on a calendar year.

Insurance. Ted Smith reported that he had requested from our insurance carrier, Wraith, Scarlett & Randolph Insurance Services, Inc., an estimate for increasing the maximum on FOCL's liability coverage from \$1 million to \$3 million, but has not yet received a figure for the Board to consider. He also presented the Board with information on flood insurance for the building but noted that neither Yolo County nor the local school districts carry such coverage for their buildings, but he will make additional inquiries regarding the matter.

Solicitation of Funds. Ted Smith reported that as a result of a solicitation of funds for the Library, the Clarksburg community gave a total of \$2,840. But because of the costs of printing and distributing the solicitation and "thank you" letters to the whole community, which were \$519.90, the amount deposited in the FOCL account was \$2,320.10. He said that total donations were \$240 less this year than they were in 2009.

Wine Tasting Event. Even though preliminary figures indicate that the "Wines of Clarksburg" event this year was not as financially profitable as it was last year, the Board members reported that they felt it was "successful and enjoyed by all." After a discussion of the positive and negative aspects of the event, the Board passed a motion by Saralyn Taormina and seconded by Deline Hunter to sponsor the fundraiser next year on September 18, 2011. It was suggested that potential patrons have at least two phone numbers to call for tickets, in addition to the one at the Library; and that the Board explore the possibility of securing an additional host for the event or perhaps a group that would be willing to help with ticket sales.

Storage Facility for Supplies. Acting on a suggestion from Lisa McCapes, the Board approved a motion by Kathie Merwin and seconded by Saralyn Taormina to build a separate storage facility to house all of the supplies needed for the wine tasting event. It was suggested that the leader for Boy Scout Troop 83 be approached to see whether the building of the facility could be considered as an Eagle Scout project. Ted Smith said he would do that.

Maintenance of Library and Grounds. Kathie Merwin reported on her efforts to secure appropriate irrigation of the plants around the back patio area. In a discussion of the windows in the Activity Room, the Board agreed that the large double-paned tinted windows were quite adequate and that window shades were not necessary. However, the Board and the Librarian agreed that the smaller windows in the room should be given similar treatment. Kathie said

she would pursue the matter.

The Board reviewed the matter of the monthly service that is now being performed by Apex Pest Control Co., and it was felt that perhaps a quarterly service would be quite adequate. Kathie said that she would explore the matter, talk to the company, and make a recommendation to the Board.

Historic Photos in Activity Room. The Board agreed that legends should be added to the historic photos now on display in the Activity Room. It was suggested that since Joe Peach had indicated an interest in working on the historic photo collection, he be contacted to see whether he would like to take on this project. Ted Smith said he would contact Mr. Peach.

Sign at Copier. Kathie Merwin said that she would take care of placing an appropriate sign at the copier, giving a price for making copies of materials and indicating that this is a service provided, at cost, by the Friends of the Clarksburg Library.

Display of Art from Wine Tasting. Acting on a suggestion from Bob Schumacher, Saralyn Taormina moved and Deline Hunter seconded a motion to display in the Activity Room and make available for sale the art that did not sell at the wine tasting event. The motion passed.

Yolo County Library Display. The Board decided not to take action on the request from Patty Wong, Yolo County Librarian, to help fund the special display prepared to mark the Yolo County Library's 100th anniversary.

Library's Website. On a motion by Saralyn Taormina and seconded by Kathie Merwin, the Board voted to cancel its agreement with D4Web Design Co. to maintain the Clarksburg Library's and FOCL's website and to seek additional information from Yolo County regarding its website for the libraries. In addition, the Board was most favorably impressed with the offer from Rachel Frame to maintain FOCL's website and suggested that having her do the work be explored.

Shelves for Honor Books. On a motion by Kathie Merwin and seconded by Saralyn Taormina, the Board approved having Dennis Updegraff expand the shelving for the honor books in the Library.

Solar Panels for Library. After an extensive discussion and examination of the materials provided by the County Librarian to have solar panels installed on the Clarksburg Library, the Board chose not to act on the matter until it had further information.

Annual Meeting. On a motion by Kathie Merwin and seconded by Deline Hunter, the Board voted to hold FOCL's annual meeting on Sunday, February 6, 2011; to invite Ann Scheuring, the author of more books and articles on California agriculture than any other living writer, and her husband, David, as the principal speakers; and to honor Shelly Wilson and Lisa McCapes at the event. The motion carried unanimously.

Yearbook Project. On a motion by Saralyn Taormina and seconded by Kathie Merwin, the Board voted to sponsor a project to collect all of the yearbooks from Delta High School and Clarksburg High School and to place them in the Library as reference materials.

Adjournment. The meeting was adjourned at 9:17 p.m.

Respectively submitted by Ted Smith from notes taken by Kathie Merwin.

THE NEXT REGULAR MEETING OF THE BOARD IS NOVEMBER 30 AT 7:00 P.M.