

FRIENDS OF THE SUN CITY LIBRARIES, INC

BOARD OF DIRECTORS MEETING

February 9, 2023 – 10 a.m.

PRESENT: Sue Blechl, Glen Brown, Tom Everitt, Maria Lafayette, Irene Nathanson, Jennie O’Leary, Ruth Polansky, Jessica Potter Slider, Jean Totten, Joyce Voss, Cathy Weyers

ABSENT: “D” Lathrop and Sherri Sharp

GUEST: Jeremy Reeder, Director of the Maricopa County Library District

Call to Order: 10:02 a.m.

Lock Boxes Presentation: Because the Board had asked Jeremy for a way the Board might help the libraries financially, he presented a bit more detail on the Locked Boxes idea that he presented at an earlier meeting. A series of boxes would be placed in two locations. Placement would need the permission of RCSC. The boxes would provide an opportunity for patrons to pick up materials at their convenience. Their presence would also be a spot for us to “advertise.” Handouts were provided. \$30,000 was the financial request. Discussion followed. A few were in support and others pointed out that it was not the right idea for Sun City at this time. No action was taken. It is tabled for now.

MINUTES: Ruth moved that the **January 2023 Minutes, as sent, be approved** and Jennie seconded it. **Motion passed.**

TREASURER: Highlights of the report included payment for five programs at Sun City Branch and three at Fairway Library. Joyce moved to **accept the January 2023 Treasurer’s Report** and Marie seconded it. **Motion passed.**

Additional business from Jessica was an explanation of what an outside accounting firm does for our organization, including the preparation of our annual report and handling 1099 forms, as needed. Jessica moved that **we continue to engage the accounting firm of M.J. Stern PLLC to prepare 2022 Form 990 due**

05/15/2023 as well as various other tax matters as in past years. Cathy seconded it. **Motion passed.**

COMMUNITY OUTREACH:

Jennie reviewed the Discover Sun City experience held on January 18, 2023. Ruth and Jennie covered the morning session; “D” and Sherri covered the evening session. Jennie mentioned that there seemed to be fewer booths. Jean asked about the video presentation. Others agreed that the time of the video presentation should be advertised, allowing eventgoers to plan their time better.

WEB and GRAPHIC MASTER: Cindy was unable to join us. A few photos were taken during and after the Board meeting that will be forwarded to Cindy for the webpage.

FINANCE: Jessica stated that our portfolio was in good shape even though the Market is terrible.

BOARD DEVELOPMENT: Irene reported that information about becoming a Board member will be in Tom’s last Volunteer newsletter coming out this month.

EVENT/VOLUNTEER COORDINATOR: Ruth said that the invitations to the Volunteer Appreciation dinner have been sent by U.S. Mail. She wants the event to be FUN. She hopes that each Board member makes a special effort to interact with the Volunteers. Also, a photo booth will be available for some fun pictures. The dinner will be at Palmbrook on March 15, 2023.

BOARD ADVISORS:

BOOKSTORE: Cathy described a new approach for informing volunteers of changes and issues in the bookstore. Currently, there is a notebook on the desk that lists these. Now, to be sure ALL are aware, an email entitled “Bookstore Notes” will be sent to every bookstore volunteer periodically listing changes and such. A survey was held in the bookstore asking customers where they found out about the store. Of nearly 100 responses, “signs in the library” and “word of mouth” had the largest number of responses. The Independent newspaper received eleven responses. There will be a meeting with a representative from the Independent newspaper to discuss how our ad might be improved.

Irene reported that 43 new customers had signed up for the Newsflash. This makes the total of recipients 371. The Flash is now sent using Mail Chimp.

MCLD REPRESENTATIVE: Glen invited the bookstore staff to provide information on special sales and he would have it placed in the County Library's weekly flash. In 2023 the library column in Sun Views will alternate between Friends' news and Library news. This will begin with the March issue. The Fairway supervisor search will run a second time. There was only one applicant in the first round. The PARTITION requested by Fairway staff will be purchased. Sue announced that the water fountain request will be taken up next month. Finally, a collection of WWII newspapers held by the library will be sent to Internet Archives. Friends will pay for the transport of the papers once the best way to send them is determined.

RCSC REPRESENTATIVE: Jean reported that 6,000 had responded to the RCSC survey. Results are being tabulated by Arizona State University.

WRITER-IN-CHIEF: Tom announced that the last Volunteer Newsletter will be sent out on February 15. The newsletter was begun seven years ago with the idea of bringing the volunteers together. Because of the cessation of other services, other than the bookstore, the newsletter no longer has an audience. Also, Tom will no longer be writing the Sun Views column.

WEB and GRAPHICS MASTER: Cindy was not able to attend.

UNFINISHED BUSINESS:

1. The Highlights 2022 document created by Sue and reviewed by the Board, will be posted on the webpage.
2. Irene reported on the Home Services Workgroup. There have been two committee meetings. After brainstorming on a number of service areas, it was decided to start with contacting three of the larger churches to see if we can help in some way like delivering books to homebound parishioners. Other areas of exploration include Group homes, Benevilla, and contacting a few other facilities with which we have worked pre-Pandemic. Committee members were delighted that our guest Mary Fischer-McKee agreed to join our committee.
3. Public Relations Workgroup will be reported next month.

4. Originally the Board thought it should change Bylaw 8.5.1. After deliberation, it was decided that it is not necessary at this time. It shall stay as is.

NEW BUSINESS:

1. After considering the Board's Volunteer Policy, Ruth proposed that we **delete this current Volunteer policy, but honor any appreciation gifts that are outstanding.** Cathy seconded it. **Motion passed.**
2. **Election of Officers for one year (until February 2024). Sue Blechl will continue as President, Jennie O'Leary Vice-President, Joyce will continue as secretary, and Jessica will continue as Treasurer.** Irene moved to accept this slate of officers and Ruth seconded. No discussion. **Motion passed.**
3. Jenny moved that the meeting adjourn and Ruth seconded. **Motion passed.**

Adjournment: at 12:10 p.m.

Our **next meeting is on March 9, 2023,** at 10:00 a.m. **in person** at the Sun City Branch.

Joyce Voss, Secretary