



## **December 8, 2016 Board of Directors Meeting Minutes**

The meeting was called to order at 9:30 a.m. by President Marcia Davis. Present were Board members Marcia Davis, Judy Wannamaker, Pat Bates, Roberta Hawksworth, Sue Blechl, Jessica Potter Slider, Cathy Weyers, Charlotte Klose, Timothy Geiger and Joyce Kirkham. Board advisors present were: Mary Anne McDonald (Bookstore Manager), Ida Eisert (RCSC) and Tom Everitt (Writer & Editor-in-Chief). Absent were: Sue Painter, Camilla Kuberka and Mimi McCain. Guest: Rusty Bradshaw of The Independent.

**Approval of Minutes:** Cathy Weyers moved and Sue Blechl seconded approval of the minutes of the November meeting.

**Treasurer's Report:** Sue Painter was absent due to illness. The December report will be given at the January meeting.

### **REPORTS:**

#### **Standing Committees:**

**Publicity:** Roberta reported that the Christmas shop has been set up in the bookstore. An ad for the Book Buddies program will be run in four consecutive Saturday issues of the Daily News Sun. **ACTION:** Roberta will coordinate advertising with Mary Anne's plan to feature an "author of the month" at the bookstore.

Sue Blechl reported that attendance at the Farmers Market booth at Bell has been good but the SCHOA event for new residents was less well attended. Sue asked for volunteers for the morning and evening sessions of the "Discover Sun City" event to be held on January 18. **ACTION:** Sue will include the History of the Friends of the Sun City Libraries along with other hand-outs at community outreach events.

**Finance:** Sue Painter has requested that all Committee Chairmen review their budgets as presented at the November meeting and provide her with any adjustments by the week of December 12th.

**Activities** - In Camilla's absence, Sue Blechl reported that the Christmas Volunteer Luncheon is well in hand but volunteers were need at 11:15 to help with set-up. Tom and Judy volunteered.

**Book Buddies:** Judy noted that things were quiet this past month but she plans to re-visit area retirement complexes and nursing homes after the holidays. It was suggested that she contact Meals on Wheels as a means of promoting Book Buddies. Judy noted that she had provided brochures to them to be sent out with each meal but that the reception she received was not overly enthusiastic. Charlotte Klose reported that she has finally gotten some feedback on her attempts to introduce a readers program at memory care facilities.



Charlotte and Judy will meet in January with the recreation director at Woodmar to discuss possibilities of initiating an on-going program.

**Board Development:** Judy indicated there will be some changes introduced next month.

**Web and Records:** Marcia reported that the website continues to receive small increases in hits each month. **ACTION:** Marcia will continue to update the website.

**BOARD ADVISORS:**

**Library Manager - Mimi McCain**

Mimi was unable to attend the meeting due to a ribbon cutting ceremony for the new low-vision center. The Board took a break to attend the ceremony. Cookies and bottled water were provided by Friends. County Supervisor, Clint Hickman, dropped in for a brief visit following the ceremony.

**Bookstore Manager - Mary Anne McDonald**

Mary Anne was pleased with the results of the half-price sale at Fairway. Set-up and take-down went well. A sales report for November is not yet available but Mary Anne reported the sale earned \$708. Because Sue was unable to finish the book sales report, Mary Anne ventured a guess that the YTD total was about \$37,000.

Tim reported that he has not yet completed his investigation for new signage outside the bookstore which lists Friends officers and board members. He will also be meeting with Mary Anne to discuss selling books on eBay and/or Amazon.

Mary Anne agreed to let Marcia (website) and Tom (newspapers) know what authors are being featured in monthly sales. She also plans to hold a half-price sale in the bookstore on January 13-14 with an opening time of 9:00 a.m. **ACTION:** Sue Blechl will promote it at the Farmers Market.

Roberta said she had just received the PDF file from the printer for the Christmas gift certificates but hoped to have them by tomorrow. She is already in possession of the envelopes.

There was a brief discussion on whether or not to accept donations of used e-readers. It was agreed that Mary Anne would make an attempt to sell one, books included, and a firm decision would be made after she can determine if it is feasible for the bookstore to undertake additional sales.



**RCSC Representative** - Ida Eisert

Ida asked if any progress has been made regarding a book-drop at Bell. **ACTION:** Tim has started to explore options and will put together a proposal for Jim Wellman.

**Writer & Editor-in-Chief:** Tom Everitt

It was generally agreed that a comment/suggestion form be made available on the website and in the bookstore. Tom volunteered to monitor the responses. **ACTION:** Tom will report back on progress next month. He will also prepare a newsletter aimed at volunteers to be e-mailed with a few hard copies available for those who do not use the Internet. **ACTION:** Marcia will have a sign-up sheet requesting e-mail addresses at the Volunteers Luncheon for those wishing to receive the newsletter. The list will include the signer's area of involvement, i.e. library volunteer, board, bookstore, etc.

**OLD BUSINESS:**

The Power Point presentation is complete. **ACTION:** Marcia will contact the volunteers who expressed interest to schedule a preview prior to final submission to the Board.

Regarding the 2017 goals, Marcia will send invitations out for a brainstorming session in January for presentation at the February Board meeting.

Marcia indicated that she and Camilla had addressed and mailed out approximately 80 letters to volunteers in appreciation of their service.

**NEW BUSINESS:**

It was announced that an invitation has been received from the Friends of the Phoenix Library to attend a program on January 21, 2017 at the Burton Barr Central Library in downtown Phoenix. Guest speaker will be Jenna Bommersbach and there will be two break-out sessions, one on book sale practices and the other on digital marketing. Several board members planned to attend. Marcia will make the reservations today and we will discuss car-pooling at the January meeting.

There being no further business, the meeting was adjourned at 11:10 a.m.

Respectfully submitted,

Patricia S. Bates  
Secretary