



## December 12, 2019 BOARD OF DIRECTORS MEETING MINUTES

The meeting was called to order at 9:30 a.m by President Sue Blechl. Present were: Sue Blechl, Patricia Bates, Jessica Potter-Slider, Cathy Weyers, Ruth Polansky, Charlotte Klose, Linda McKnight, Irene Nathanson, Jerry Walczak Sue Wilson (RCSC), Brianna King (MCLD). Tom Everitt (Writer-in-Chief) and Marcia Davis (Web and Graphics).

**Approval of Minutes:** Minutes of the November 14, 2019 meeting were approved.

### **REPORTS:**

**Treasurer:** The November 30, 2019 financial report was distributed. Jessica Potter-Slider noted that the book-drop expense would be paid out of investments, not from the 2019 budget. It was anticipated that there would be a slight surplus at the end of 2019's budget. Jessica noted that investment expenses had increased in part because of the way they are reported. It was noted that Friends had not yet received a bill from RCSC for installation of the book-drop. Copies of the proposed 2020 budget were distributed at the November meeting. Linda McKnight moved and Ruth Polansky seconded a motion to accept the 2020 budget as proposed. Motion carried.

**Publicity:** No report.

**Community Outreach:** Sue Blechl asked for volunteers to staff the Friends booth at the Discover Sun City event on January 15. Cathy Weyers and Sue Blechl will take the 8:45 – 11:00 a.m shift and Irene Nathanson and Pat Bates will handle the 5:45 – 8:00 p.m shift.

**Finance:** Jessica Potter-Slider noted that the next meeting of the Finance Committee will be February 14. Board members were invited to attend; this is an excellent way to learn about the organization's investments.

**Event Coordinator:** Cathy Weyers reported on the Volunteers' Tea Party at Palmbrook CC on December 10. It was very well received by attendees and after an informal poll Cathy booked the same facility for December 9, 2020. Cathy was disappointed in the number of no-shows; Tom Everitt will address the issue in the next newsletter. Various ways to avoid future attendance problems were discussed, including sending out hard-copy invitations with RSVP cards, Cathy, Ruth, Linda and Sue will meet to discuss how to handle future events with regards to attendance.

**Book Buddies:** No report.

**Book Friends:** Linda McKnight reported that she is working with a new activities director at Amethyst and has encountered some scheduling difficulties. She will work with the appropriate people at Amethyst to resolve these issues. Charlotte Klose has noticed that a frequent turn-over of activity directors at the memory care facilities adversely affect the



reading program but both Charlotte and Linda vowed to forge ahead. Media attention has been almost too successful and there have been more volunteers than positions available. Charlotte is keeping a list of applications should positions open up.

**Board Development:** Cathy Weyers reminded members that the Board Plus One dinner will be on January 23 at Tivoli's. Cathy will be sending out invitations with the details.

**Volunteer Coordinator:** Ruth Polansky reported that she has booked The Gathering Place for February 7 for the second informal volunteer get-together from 10:30 to noon. Board members will provide refreshments. Ruth asked that Board members submitting volunteer hours to her for 2019 break them down by activity. Any volunteer who does not have a group manager should report hours directly to Ruth.

### **BOARD ADVISORS:**

**Bookstore Manager:** Mary Anne McDonald was unable to attend the meeting but she did provide the November sales report and YTD. It was reported that, thus far, the Christmas Table sales have reached \$355. Tom Everitt noted that the bookstore currently has some framed Western artwork for sale. He also noted the bookstore had new shelving on order to help alleviate over-crowding in storage areas. The bookstore will be closed on December 24-25. The Fairway sale will be February 17-18 with set-up on the 16<sup>th</sup>.

**Library Manager:** Brianna King reported there would be several staffing changes at both Sun City branches and that she may be in need of volunteer pages for the first time in quite a while. There continues to be a problem with water leaks in the roofing over the check-out desk and that may necessitate removal of the roof air conditioner to repair. She is working with RCSC on this problem. Response to the new book-drop has been positive. Additional signage may be required to direct customers to the drop-box; some are still parking in the fire lane in front of the library. MCLD is currently conducting a drive to purchase toys and food for shelter animals. The winter reading program will be kicking off soon. Both Sun City branches will offer grand prizes of annual passes for two to the Desert Botanical Garden. The 10<sup>th</sup> anniversary of the Fairway melding of MCLD and Sun City libraries is April 26 and Friends will begin planning a celebration.

**RCSC Representative:** Sue Wilson reported that as we were meeting she had emailed Chris Herring regarding appropriate signage for fire zone/book-drop. She also requested RCSC to submit their bill for the book-drop. Tom Everitt asked Sue to extend his thanks to Joellen at RCSC for her help in publicizing the date change for the Fairway sale.

**Writer-in-Chief:** Tom Everitt reported that some people did not receive the latest newsletter. It may be that his email provider is limiting the number of addressees. Tom has prepared articles for the January Sun Views and volunteers newsletter outlining the various opportunities offered by Friends and directing all inquiries to the bookstore. Tom



has also prepared a page of instructions for bookstore volunteers on how to handle incoming inquiries.

**Web and Graphics Master:** Marcia Davis reported that she has posted brief videos on the website of Book Friends volunteer interviews. Marcia requested that ten minutes be set aside at an upcoming meeting for her to show the website and reviews its functions for Board members.

**UNFINISHED BUSINESS:**

Marcia Davis reported that order forms for the tee shirts were distributed at the Volunteer Tea and she would like them returned by January 15. Samples of the shirts are available in the bookstore to check sizing.

**NEW BUSINESS:**

Sue Blechl would like to put together a calendar for 2020 to avoid conflicts. Members were asked to think of ideas for “a big event” that would draw attention to Friends within the community. Sue suggested a game tournament, perhaps Scrabble. Sue Wilson will check with RCSC to see if it is permissible to charge entry fees.

Sue Blechl will be contacting all the officers and program leaders to set up meetings so she can acquaint herself with their responsibilities.

At the January meeting we will be selecting a date to convene a brainstorming session to set goals for 2020.

There being no further business, the meeting was adjourned at 11:12 a.m.

Respectfully submitted,

Patricia S. Bates  
Secretary

Following the meeting, Sue issued an open invitation to board members to meet for lunch at George's. We may visit other restaurants in the future.