



December 13, 2018 BOARD OF DIRECTORS MEETING MINUTES

The meeting was called to order at 9:30 a.m by President Marcia Davis. Present were: Marcia Davis, Sue Blechl, Patricia Bates, Jessica Potter-Slider, Roberta Hawksworth, Camilla Kuberka, Charlotte Klose, Cathy Weyers, Jerry Walczak (RCSC) and Jackson Hadley (MCLD), Mary Anne McDonald (Bookstore) and Tom Everitt (Writer-in-Chief).

Approval of Minutes: Minutes of the November 2018 meeting were approved with the following addition: Sue Blechl and Marcia Davis will also serve on the Anniversary Team.

REPORTS:

Treasurer: Jessica reported that bookstore revenues are up significantly as is total income while expenses are down. Copies of the proposed 2019 budget were distributed to the Board and a vote will be taken at the January meeting after members have had a chance to review it. Jessica pointed out a small increase in the budget over 2018 but indicated that dollar amounts had been adjusted within expense categories based on actual 2018 spending. Cathy Weyers asked if Volunteers and Events budgets should be separated. It was agreed that Jessica would decide where funds should come from.

Publicity: Roberta Hawksworth reported that ads announcing the in-store half price sale in January will be placed.

Community Outreach: Sue Blechl announced a brainstorming session to follow this meeting. The Power Point presentation was made by Sue and Ruth to the St. Clements Mens Club. A presentation to the First Methodist Lay Ministry is slated for January 15. Plans to attend the December Farmers Market were canceled due to inclement weather. Further participation will be reviewed; our presence does not seem to be paying off. There will be a joint booth with MCLD at the Discover Sun City event on January 16.

Finance: Jessica is waiting for final figures on the drive-up drop box before moving funds to cash.

Volunteer Activities: Camilla reported that the Christmas party went very well. There were complements on both the food and the entertainment.

Book Buddies: No report

Book Friends: Charlotte reported that she continues to receive requests for additional reading times at Woodmark. She has added two new readers and plans orientation for them after the holidays. Free publicity in local papers has resulted in new volunteers. Charlotte and Roberta will work together to design posters for the libraries to promote the program.



Board Development: Cathy reported that the Board of Directors dinner will be at Tivoli's on January 24 with Happy Hour beginning at 5:30 and dinner at 6:00. This will be Board Plus 1 event; single members may bring a guest of their own choosing if they wish.

Web and Records: Marcia Davis reported she will prepare a year-end analysis for the January meeting.

Volunteer Coordinator: No report

BOARD ADVISORS:

Bookstore Manager: Mary Anne reported that two new chairs have been purchased; one for the sales desk and the other for the office. She will also be purchasing floor mats to keep the chairs from rolling too fast. A revolving magazine rack is on order. There is now a phone at the sales desk with instructions for its use posted. A thank-you note to Kim will be sent for assistance in setting up the phone. Because the library has limited hours on December 24, the bookstore will not be open at all; there will be regular hours on December 31. The in-store half price sale is slated for January 18 and 19 from 9:30 to 4:00. Every Monday from January through April, softcover (trade paperbacks) will be offered at half-price. Mary Anne indicated that three long-time bookstore volunteers have retired and Camilla will arrange for their "retirement gifts".

Library Manager: Jackson Hadley, reporting on behalf of Brianna King, stated that the musical programs in the libraries have been very well received as has the "curious about..." series. A book-a-librarian program will be undertaken to assist customers with various electronic devices and library services. It will be a one-on-one program. Feedback on the Morningstar and Value Line subscriptions has been positive. The baby changing stations are now at the top of RCSC's work schedule. There is no additional information on the Culture Pass. Jackson announced holiday hours.

RCSC Representative: Jerry Walczak reported two of the three bids let for the drop-box have been received. He has asked that RCSC maintenance check on the doors to the program room which seem to open in the wrong direction. Jerry noted that this was his last month as RCSC liaison to Friends.

Writer-in-Chief: Tom reported that while he appreciates the input he receives from the Board he also needs more "stuff" for his various newspaper articles and the newsletters. He wants to do an article on Fry's reward program but needs more information. He also wants each committee head to provide names for his "Volunteer of the Month" column.

UNFINISHED BUSINESS:

An Anniversary team, headed by Cathy Weyers and Brianna King, will meet after the holidays to begin planning recognition events for the 10th anniversary of the Sun



City/MCLD relationship. August through November are the most significant months, that being when the transition occurred.

There seem to be more cons than pros on the suggestion that Friends provide a copier for use by library customers so the discussion will be dropped.

NEW BUSINESS:

Marcia Davis pointed out that Board members should read the Goals, published on our website, to determine how many have been met and what yet needs doing. It was also noted that volunteers need to get their total hours worked to Ruth for use in preparing the 2018 taxes. Tom will publish a notice in the next newsletter.

Marcia indicated that the office personnel who use the computer have been experiencing difficulties with it. A tech was called in, the issue diagnosed and recommendations were made that a new computer be purchased. The computer company, Sun City Computer Repair, charges \$25/month for off-site access to make repairs, \$100 per hour for on-site calls. Jerry Walczak suggested Matt's Multimedia be contacted for "a second opinion" with an eye to lower fees.

Jerry Walczak made a request for Friends' support of the Octogenarian Golf Tournament coming up in March. This will be the 39th year, making it the oldest such tournament in the world. It was noted that a contribution from Friends was already in the budget.

Tom Everitt pointed out a discrepancy between the official names of the two library branches and how we refer to them. The library at the Bell Recreation Center is Sun City Library, not the Bell Library, and Fairway is Fairway.

There being no further business, the meeting was adjourned at 10:55.

Respectfully submitted,

Patricia S. Bates
Secretary