

## February 9, 2017 Board of Directors Meeting Minutes

The meeting was called to order at 9:32 a.m. by President Marcia Davis. Present were Board members Marcia Davis, Judy Wannamaker, Sue Painter, Pat Bates, Sue Blechl, Jessica Potter Slider, Cathy Weyers, Charlotte Klose, Timothy Geiger, Joyce Kirkham, Camilla Kuberka (delayed) and Roberta Hawksworth. Board advisers present were: Mary Anne McDonald (Bookstore Manager), Jerry Walzcak (RCSC), Tom Everitt (Writer & Editor-in-Chief) and Jenny O'Leary (MCLD). Guests Rusty Bradshaw, Carol Hager, Frank Patterson and Kate Moore were welcomed.

Marcia noted that January was a very busy month for the Board members and thanked them for their work.

**Approval of Minutes:** Roberta Hawksworth moved and Judy Wannamaker seconded approval of the minutes of the January meeting.

**Treasurer's Report:** Sue Painter distributed the December 2016 Income & Expenses report. Sue noted this represents the year-end report but will not be considered complete until the auditors have reviewed it. Sue indicated that no changes were suggested to her proposed 2017 budget, it being lower than 2016's and the budget was unanimously approved.

### REPORTS:

#### Standing Committees:

**Publicity:** Roberta reported she is currently working on a bulletin board to announce various Bookstore, including author-of-the-month sales, and Friends activities.

Sue Blechl (Community Outreach) reported Friends on-going presence at the Farmer's Market with a step-up in activity recently. The Friends table at the Discover Sun City event at Sundial was well-attended. Sue was advised to use her own discretion on how many promotional items can be given away at these outreach functions. Sue did not feel the Home and Garden show coming up in April was a good fit for Friends participation and the Board concurred.

**Finance:** Sue reported that the Finance Committee would be meeting on Friday, February 10 at SCHOA with both financial advisers in attendance. Board members were invited to attend.

**Activities:** Marcia reported on Camilla's behalf that work is currently underway for the Spring Volunteers' Dinner.

**Book Buddies:** Judy Wannamaker reported she will have a training session very soon for four new Buddies and she has one new potential client. She thanked Rusty Bradshaw for articles in The Independent about Book Buddies.

Charlotte Klose reported that good progress is being made with the Book Friends program. The Woodmark facility has shown great interest and had a nice write-up in their newsletter. Charlotte has three new patients and two volunteer readers.

**Board Development:** - Cathy Weyers had no report.

**Web and Records:** Marcia Davis reported a slow but steady increase in "hits".

**BOARD ADVISORS:**

**Bookstore Manager** - Mary Anne McDonald

Mary Anne reported she would be having a special half-price sale in March in honor of Women's History Month. It was reported that the Friends directory outside the bookstore has been updated, although a few letters are still missing.

Tim Geiger reported that he has received the book value program from the Phoenix Library and will share the link with Mary Anne. He expects to have the scanner soon and have the eBay and Amazon programs up and running by February 14. He also noted that Amazon does not have special pricing for non-profits but that eBay waives their fee for non-profits.

Tim also reported that the bookcases that were offered to the Bookstore were more like entertainment centers and would not be useful.

**Library Manager:** In Mimi McCain's absence, Jenny O'Leary reported an increase in traffic at the Farmers Market booth. Although there were some problems, the ukelele loan program is in place and people have started to use it. Three instruments are at Bell and three at Fairway. It was noted that the cases are not satisfactory and will need to be replaced. **ACTION:** Friends will be involved with this purchase.

It was suggested that Jeremy be invited to attend the April meeting to present any new ideas or innovations which might invite Friends participation.

Frank suggested that some guidelines be drawn up for use of The Gathering Place to avoid conflicts among those using the space. **ACTION:** Jenny will review some guidelines she has prepared and then meet with Marcia to implement them.

It was noted that an author's visit from J. A. Jance wasn't likely to happen but there is a program slated for March 16 at Fairway featuring a new book related to the Yarnell Hill fire.

**RCSC Representative** - Jerry Walczak

Jerry noted that Sue Blechl will be attending the next meeting of the RCSC Outreach Committee in hopes of revitalizing it. Jerry is continuing to work with Friends and MCLD to provide a drive-up book drop at Bell. There is also interest in a drop slot at Fairway so items can be returned during non-business hours. He also reported that he has placed Book Buddies brochures in the Condo Association's office.

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

The first issue of the newsletter was sent out on February 1. Tom urged everyone to provide him with email address for any new volunteers, including the library staff. He will be including the agenda for upcoming Board meetings if they are received in time for his first-of-the-month deadline. Tom also requested articles for inclusion in the newsletter.

**OLD BUSINESS:**

Marcia Davis informed the Board that the Power Point presentation has been reviewed by several Board members and has been posted to the website at "About Us" The presentation will be reviewed by the entire Board at the March meeting. Tim will provide the narrative.

Sue Blechl gave a brief over-view of the Friends of the Phoenix Library meeting held in January. There were guest speakers and then break-away groups to discuss selling used books on-line and using social media to promote library activities. Those who attended felt it was a most worthwhile experience. Sue has several ideas for topics for future meetings.

It was agreed to give a gift of \$100 to the maintenance crew at Christmas. **ACTION:** Sue Painter will put a reminder on the Treasurer's to-do list.

**NEW BUSINESS:**

Cathy Weyers presented the following slate for 2017 officers: President – Marcia Davis, Vice-President – Judy Wannamaker, Secretary – Patricia Bates and Treasurer – Jessica Potter-Slider. Cathy Weyers moved and Sue Blechl second that the slate be approved. The slate was unanimously approved. It was noted that new signature cards need to be provided to the bank. **ACTION:** Marcia will arrange a date that is convenient for Jessica.

The 2017 Goals were presented. Tim Geiger moved they be approved, seconded by Camilla Kuberka. Motion carried unanimously. **ACTION:** Marcia will post them on the website.

Marcia Davis read the 2017 Annual Report, noting that we were successful in meeting the goals.

There being no further business, the meeting was adjourned at 11:42 a.m.

**FRIENDS OF THE SUN CITY LIBRARIES, INC.**

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The meeting was followed by a party for Sue Painter on her “retirement” from the Board.

Respectfully submitted,

Patricia S. Bates  
Secretary