



## **FEBRUARY 14, 2019 BOARD OF DIRECTORS MEETING MINUTES**

The meeting was called to order at 9:39 a.m by President Marcia Davis. Present were: Marcia Davis, Sue Blechl, Patricia Bates, Jessica Potter-Slider, Camilla Kuberka, Cathy Weyers, Charlotte Klose, Ruth Polansky, Roberta Hawksworth, Brianna King (MCLD), Mary Anne McDonald (Bookstore), Sue Wilson (RCSC) and Tom Everitt (Writer-in-Chief). Guests were: Rusty Bradshaw, Larry Kuberka and Sue Painter.

**Approval of Minutes:** Minutes of the January 10, 2019 meeting were approved.

### **REPORTS:**

**Treasurer:** The 1/31/19 financial report was distributed. Jessica noted the January sales at the bookstore were significantly better than January 2018. She also called attention to the unusually large donations to both libraries which represent installation of changing stations at both branches and a charging station at Fairway. The donation to Sun City Museum was also reflected in this statement. Jessica reported the bookstore computer's new hardware and software have been installed. Marcia read an exchange of emails with Matt's Multimedia expressing satisfaction with the updates to the computer. It was noted that Matt has and will continue to bill at his rate for non-profits.

**Publicity:** No report

**Community Outreach:** Sue Blechl reported that Friends has participated in their final Farmers Market; it is not the right fit for her Outreach goals. She also announced three upcoming events; she has sufficient volunteer help for those and will announce additional events at the March meeting.

**Finance:** Jessica announced the Finance Committee would be meeting on February 15 at 9:00 a.m. In the Gathering Room. Board members are welcome to attend.

**Volunteer Activities:** Camilla stated that she would have a final report to present at the March meeting. There are three volunteers who will be receiving Visa gift cards and who have a combined total of 50 years of volunteerism with the library/bookstore. Cathy Weyers reported on progress of plans for the Volunteers' Spring Dinner on March 21 at Palmbrook CC. Sign-up sheets will be posted with a cut-off date of March 13. Immediately following the March 14 Board meeting, Board members will telephone volunteers to confirm their intention to attend. Camilla was given permission to invite a family member to accompany each of the three retiring volunteers. Tom Everitt will offer, via the newsletter, rides to those needing transportation; Sue Blechl will serve as the contact. He will also include Cathy's contact information for those needing to cancel their reservations. Tom agreed to make up the program for the event.



**Book Buddies:** Marcia reported that Monica Fallon has scheduled a meeting of Book Buddy volunteers for Monday, March 18 at 1:00 p.m.

**Book Friends:** Charlotte Klose reported that her readers have developed good relations with the Woodmark staff and praised the readers for their devotion to the project. Marcia praised Charlotte for her leadership on this new and expanding program.

**Board Development:** Cathy Weyers moved and Camilla Kuberka seconded a motion to accept Jerry Walczak to a seat on the Board. The motion carried unanimously. Jerry has 2 years and 11 months remaining of his eligibility. He had previously been elected to the Board but had to resign upon being elected to the RCSC Board of Directors.

**Web and Records:** No report. Marcia Davis will make her reports quarterly.

**Volunteer Coordinator:** Ruth Polansky has sent out requests for Volunteer of the Year nominations from each division. She asked if previous winners can be nominated again; a vote was taken and the majority voted against renomination. It was agreed, however, that previous winners be introduced at the Volunteer Dinner. Marcia will photograph the plaque listing winners and post it on the website. Ruth will provide a copy of the volunteer list to each committee chairman and Board Advisers.

#### **BOARD ADVISORS:**

**Bookstore Manager:** Mary Anne McDonald believes the increase of sales in January is the ability to feature books that will appeal most to the clientele. She is debating the idea of raising the prices on jigsaw puzzles and newer paperbacks. Clive Cussler will be the featured author for March, his books being offered at 50% off. There will be a Mother's Day Sale with 50% off on female authors; dates to be determined. Mary Anne reported a new cabinet with glass top has been installed in the sales desk area to hold coffee pots and supplies. Mary Anne expressed concern on how to best offer donated books of significant value; it was noted that perhaps the Phoenix Central Library be contacted for assistance.

**Library Manager:** Brianna King reported that library staff has been extremely busy, being short-handed due to helping out at the El Mirage branch. An outreach presentation at Paradise RV Resort resulted in new library cards being issued. The charging stations are complete and the charging station at Fairway will be available shortly. Brianna reported that 152 people have signed up for the Winter Reading Program with the two libraries. She outlined up-coming programs and indicated she is working on future programs on "simple living". A sheet outlining MCLD's customer service philosophy was handed out. Brianna is investigating the possibility of offering a "repair cafe" service in the future.

**RCSC Representative:** No report.



**Writer-in-Chief:** Marcia Davis invited Tom to address the volunteers at the March 21 dinner regarding the newsletter.

### **UNFINISHED BUSINESS:**

Marcia Davis presented the 2019 goals for a vote. Sue Blechl moved and Charlotte Klose seconded that they be accepted. Motion carried.

Marcia handed out copies of a grid she has prepared outlining current and potential volunteer positions. All are encouraged to be prepared to offer additions, deletions or corrections at the March meeting. A list of volunteer openings should be available for publication in the May Sunviews issue, to be repeated again in the Fall. Marcia asked Jerry Walczak to review the grid to see where he might like to fit in. Tom suggested that each chairperson have an "in case of emergency" back-up person.

Marcia Davis reported on a meeting held with herself, Chris Herring and Sue Wilson to discuss plans for the book-drop and to gain a sense of the time-line. Bids will go out in February and March and will be presented to Jeremy Reeder in April. RCSC requires the money up-front and work will begin when the snowbirds are gone and traffic is minimal. Chris' worst case scenario was completion by the end of August.

Board members were asked whether or not they plan to attend the Museum Gala on March 7. Only 9 plan to attend so Friends will not need to buy additional seats.

### **NEW BUSINESS:**

Cathy Weyers presented the slate of officers to serve in 2019, they being: Marcia Davis, President; Sue Blechl, Vice President; Patricia Bates, Secretary and Jessica Potter-Slider, Treasurer. Charlotte Klose moved and Ruth Polansky seconded that the slate be accepted as read. Motion carried.

Arrangements will be made to update signature cards at the bank.

Marcia Davis noted that she would have the annual report available at the March meeting.

Tom Everitt asked Sue Wilson if, when Bell Rec signage is updated, the bookstore location be marked as "Friends".

Jerry Walczak read a letter from the Octogenarian Tournament Committee thanking Friends for their support on behalf of the tournament,

There being no further business, the meeting was adjourned at 11:27 a.m.



Respectfully submitted,

Patricia S. Bates  
Secretary

Addendum: Prior to calling the meeting to order, a party was held honoring Camilla Kuberka's tenure on the Board of Directors along with her many other volunteer efforts on behalf of the libraries and Friends. Camilla has agreed, along with Briana King, to plan the festivities to celebrate the MCLD/Sun City library merger's 10<sup>th</sup> anniversary.