



November 14, 2019 BOARD OF DIRECTORS MEETING MINUTES

The meeting was called to order at 9:31 a.m by President Marcia Davis. Present were: Marcia Davis, Sue Blechl, Patricia Bates, Jessica Potter-Slider, Cathy Weyers, Ruth Polansky, Roberta Hawksworth, Charlotte Klose, Monica Fallon, Linda McKnight, Irene Nathanson, Sue Wilson (RCSC), Kate Moore (MCLD). Guests were: Rusty Bradshaw and Camilla Kuberka.

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

REPORTS:

Treasurer: The October 31, 2019 financial report was distributed. It was noted that Outreach expenses were over budget; expenses included replenishing the supply of reusable book bags. Jessica noted that with two months remaining, the budget should be very close to on target. Copies of the 2020 budget were distributed; Jessica welcomes input regarding the changes over 2019.

Publicity: Roberta Hawksworth reported that she has been in contact with the new Independent advertising representative and their first collaborative ad appears in this week's edition. Ads for the half price sale currently running in the bookstore ran in the Peoria, Surprise and Sun City West editions as well as Sun City. Bookstore ads run bi-weekly. An ad emphasizing the Book Buddies program will be running soon.

Community Outreach: Sue Blechl reported that Friends will have a booth at the Discover Sun City event on January 15 at Sundial. Hours are from 9-11 and 6-8; Sue will be asking for volunteers at the January 9th meeting.

Finance: Jessica Potter-Slider noted that the next meeting of the Finance Committee will be February 14. Minutes of the Committee's meetings are posted on the Friends website in the "members only" section.

Event Coordinator: Cathy Weyers reported she has placed sign-up sheets for the Volunteers Luncheon in the bookstore, at the Fairway library and in the Sun City library staff room. Committee chairmen are charged with signing up the volunteers on their committees and getting that information to Cathy. Tom Everitt will put a reminder in the December issue of the newsletter along with a note that we are billed for meals for no-shows. Marcia asked for permission to distribute tee shirt "order forms" at the Luncheon; this will be done from the sign-in table.

Book Buddies: Monica Fallon reported that her committee had a successful get-together to get acquainted and brainstorm. She has recruited five new drivers and five new readers. The readers are in Surprise and she has not yet found a driver willing to take that route.



Monica will work with Marcia to develop a brochure which stresses recruitment of readers over drivers.

Book Friends: Charlotte Klose reported she now has 10 readers at each of the two locations. She also hosted a get-together so the volunteers could meet and share ideas and experiences. Linda McKnight, who is coordinating the program at The Inn at Amethyst, reported that she has one reader every day but has experienced some scheduling conflicts with other activities at the facility. Marcia will post a brief video of volunteers' "testimonials" on the website and the video will be added to Outreach's Power Point presentation.

Board Development: Cathy Weyers reported that the orientation session for Linda McKnight and Irene Nathanson has been completed.

Web and Records: Marcia Davis reported that she will be preparing a year-end report on website activity.

Volunteer Coordinator: Ruth Polansky reported that she is pursuing a February date for the next casual volunteer get-together and she will reserve The Gathering Place for it. Kate Moore noted that the library is hosting a "game day" on Fridays and that could increase attendance at the get-together.

BOARD ADVISORS:

Bookstore Manager: Mary Anne McDonald was unable to attend the meeting; the store-wide half price sale was underway. The Fairway half-price sale will be December 13 and 14 with set-up on the 12th. The sale will operate during regular library hours; Camilla Kuberka pointed out that the sale needs to end by 11:30 on Saturday to allow for removal of unsold books before the library closes at noon.

Library Manager: Kate Moore reported that response to the drive-up book-drop has been positive. Attendance at library programs has been good; over 100 people attended the Navajo program at Fairway on November 9 in spite of the library having to close unexpectedly. Marcia thanked Sue Wilson for her help in coordinating the ribbon cutting ceremony and Rusty for the coverage of the event in The Independent.

RCSC Representative: Sue Wilson reported that RCSC Foundation's Tree Santa for Seniors at Fairway has been well received, but donations of \$25 gift cards to stores such as Safeway and Walmart would still be appreciated. The tags will be hung on the tree. Sue also noted that the vote for RCSC board members may be done on-line. It was noted that Friends has not yet received a bill from RCSC for the book drop construction.

Writer-in-Chief: No report.



UNFINISHED BUSINESS:

Marcia reported that she has made an adjustment to the tee shirt logos and she will be emailing it to Board members soliciting comments.

NEW BUSINESS:

Marcia Davis reminded the Board members that they need to provide Ruth Polansky with the number of volunteer hours they've put in during the past year. She must have this information by the first Friday in January. This information is essential for insurance and tax purposes.

This meeting represents the completion of Marcia Davis' term as a member of the Board and as President. As chairman of the Board Development Committee Cathy Weyers explained the situation with several other board members nearing the end of their terms and newer members not yet familiar with the Board's responsibilities. A motion was made and seconded that Sue Blechl move up to President and Cathy Weyers to vice president in the interim until our Annual Meeting in February. A complete slate of officers will be offered and voted on at that time. Motion carried unanimously.

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

Respectfully submitted,

Patricia S. Bates
Secretary

The meeting was preceded by an informal brunch to commemorate the completion of Marcia Davis' term as a Board member and President.