



## NOVEMBER 8, 2018 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, Roberta Hawksworth, Camilla Kuberka, Charlotte Klose, Cathy Weyers, Ruth Polansky, Jerry Walczak (RCSC) and Brianna King (MCLD). Guests were: Elizabeth Barrett, Barb Wagers, Kat Kyle Fimmel and Rusty Bradshaw.

**Approval of Minutes:** Camilla Kuberka made a correction to the October minutes: The room for the Volunteers' Christmas Luncheon has been booked from 11:30 to 3:30 with doors opening at 12:00. Sign-up sheets are available in the staff room at both libraries as well as the bookstore. Minutes were approved with the above correction.

### **REPORTS:**

**Treasurer:** Jessica reported that the 990 tax form has been filed, with no substantial changes over the previous year. A hard copy is available in the bookstore office. The October 31, 2018 financial report was distributed. Jessica reported that the the bill for Morningstar has not yet been paid. Brianna will remind Jeremy that this Friends group should be acknowledged in MCLD communications as donors of this subscription. Jessica reported that she has the draft for the 2019 budget underway and does not anticipate a significant difference over the 2018 budget. She is expecting pay-out from a trust bequest to be received in 2019.

**Publicity:** Roberta Hawksworth reported that two ads announcing the half-price sale at Fairway have been placed in The Independent at \$344 each.

**Community Outreach:** Sue Blechl announced Friends would have a booth at the Health and Wellness Fair on October 12. She expressed pleasure on how eye-catching the new banner is. A presentation to the Men's Club of St. Clement's Church will be made on November 12; volunteers to assist were requested. Friends will have a booth at the December 6 Farmers Market at Bell. Camilla suggested a run-through of the Outreach Power Point presentation to the Board after the first of the year. Sue sent letters to 36 area churches offering the Power Point presentation but has had no direct response to date.

**Finance:** Jessica reported that the Finance Committee met on November 6. The new representative from Bank of Arizona attended along with the representatives from Compass and Raymond James (the former rep of Bank of Arizona). The committee will review the option of staying with Bank of Arizona, moving to Raymond James or splitting investments between them.

**Volunteer Activities:** Camilla asked for help in setting up tables for the December 11 Volunteers Christmas Luncheon. Invitation to Board members and special guests will be emailed. Volunteers are needed to address Christmas cards; several Board members



agreed to meet on December 7 to handle this task. Camilla will advise time and place to meet.

**Book Buddies:** No report

**Book Friends:** Charlotte reported that she was very pleased with the coverage given this group in a newsletter article prepared by Tom Everitt. Rusty Bradshaw will be doing a telephone interview with Woodmark personnel regarding the success of this program. Charlotte hopes this publicity will bring in more volunteers because additional reading sessions have been requested.

**Board Development:** Cathy Weyers reported that she has three board positions to fill. The goal is to have the Board at capacity with twelve members.

**Web and Records:** Marcia Davis reported that she is now able to view website activity in a variety of ways and there has been a big increase in "hits" since the website was established in mid-2014. She also reported that the site has just been updated and featured photos of the SoSco concert at Fairway. She read an exchange of thank-yous from SoSco.

**Volunteer Coordinator:** Ruth Polansky noted that she received 61 replies from volunteers of the 105 letters sent out. There are still names for which she has no contact information. The list is still a work in progress but when it is complete she will share it with Tom Everitt. Brianna noted that volunteers who come in via the MCLD website are given the option to have their contact information withheld which may account for some of the missing information. Ruth would like to eventually have a database that will remind her to send birthday cards to volunteers.

#### **BOARD ADVISORS:**

**Bookstore Manager:** In the absence of Mary Anne McDonald, Marcia Davis reminded everyone about the half-price sale coming up in the bookstore on January 18 and 19. The store will be open from 9:30 to 4:00 on those days. Marcia state that new compatible phones are on order for the bookstore desk and sorting area. A search for a new coffee machine stand and magazine rack is underway. A Christmas table has been set up; donations of suitable items are requested. Jessica reported that bookstore sales are up 12% over last year. A sign-up sheet was passed around for those who can work at the Fairway sale on November 15 (set up), 16 and 17.

**Library Manager:** Brianna King thanked Friends for the new 3-tier poster stand which allows for a better display of upcoming events. She reviewed scheduled programs at both Fairway and Bell. After-hour programs have been well received. New computers will be installed at Bell on November 13. Brianna noted that staff and customers have asked if a new tree will be planted outside the library, replacing the one destroyed in a monsoon. It was suggested that perhaps Friends could donate a mature tree.



**RCSC Representative:** Jerry Walczak reported the drop-box project is active,; they are in the process of assigning a project manager and getting bids. When done they will red-line the parking area in front of the library. Marcia reported that a power-driven cart will be provided to staff for emptying the drop box.

**Writer-in-Chief:** No report

**UNFINISHED BUSINESS:**

An Anniversary team of Cathy Weyers, Camilla Kuberka and Brianna King (and others if needed) will meet to prepare activities and events to celebrate the 10<sup>th</sup> Anniversary of the MCLD/Sun City library merger.

Sue Blechl will chair a brainstorming session immediately following the Board meeting on December 13. Brianna will check to make sure the room is available. The main topic will be to find new ways in which to use volunteers, i.e. as greeters, basic tech help with computer users.

It had been proposed that Friends purchase a copier for the use of library patrons. Pros and cons were discussed; the matter was tabled pending further investigation of possible locations for the device.

**NEW BUSINESS:**

Ruth Polansky asked the status of the Culture Pass presently available at some other libraries. The program is not getting the needed support from the provider and other options are being explored.

There being no further business, the meeting was adjourned at 11:04.

Respectfully submitted,

Patricia S. Bates  
Secretary