



October 8, 2020 BOARD OF DIRECTORS MEETING MINUTES

The meeting was called to order at 10:31 a.m. by President Sue Blechl via Zoom. Present were: Sue Blechl, Patricia Bates, Jessica Potter-Slider, Cathy Weyers, Ruth Polansky, Charlotte Klose, Irene Nathanson, Linda McKnight, Monica Fallon, Brianna King (MCLD), Tom Everitt (Writer-in-Chief), Rich Hoffer (RCSC) and Marcia Davis (Web and Records).

Approval of Minutes: Minutes of the September 8, 2020 meeting were approved.

Treasurer: Jessica Potter-Slider reported that September was uneventful. Expenses included payment for advertising, insurance and bookstore supplies. It was requested that Jessica send Board members, via email, the September budget report. Tom Everitt raised the question of security; Jessica stated there is nothing private included in that report. Tom also noted that Sun Views owes Friends one month of copy. This is an annual contract and any "refund" should be reflected in next year's contract. Jessica is investigating some unexplained activity on the debit card statement.

STANDING COMMITTEE REPORTS:

Publicity: Irene Nathanson reported that she has organized the email list for bookstore customers, now including Board members, for a total of 147. She will hold off on the first email blast until an opening date is more certain.

Community Outreach: Sue Blechl reported that RCSC has canceled the "Discover Sun City" event for January.

Finance: Jessica Potter-Slider reported that the 990 tax form has been filed and accepted by the IRS. There is a copy in the bookstore for public use. The Finance Committee is scheduled to meet on November 13. With social distancing protocols in place, the meeting will be confined to seven attendees so it will not be open to other Board members.

Event Coordinator: Cathy Weyers has officially canceled the entertainment scheduled for our winter event. Palmbrook remains closed so she has been unable to contact them.

Book Buddies: Monica Fallon reported that things are very slow at present.

Book Friends: No report. The program is on hold indefinitely.

Board Development: No report.

Volunteer Coordinator: Ruth Polansky noted she will be forwarding some receipts to Jessica for reimbursement.



BOARD ADVISERS:

Bookstore Manager: On behalf of Mary Anne McDonald, Sue Blechl reported that Mary Anne was very appreciative of the many surprises associated with her selection, along with Sue Painter, as Volunteer of the Year. Along with a few volunteers, Mary Anne is working to get the bookstore organized and cleaned up in preparation for re-opening. She and Sue Blechl are in final stages of preparation of a volunteers' handbook.

Library Manager: Brianna King reported that the Fairway and Sun City Branches have started a Pop In and Pick Up program. Sun City has returned to their pre-pandemic hours and Fairway will now be open from 9:00 to 5:00 Monday through Saturday. Brianna also noted that valve masks are not allowed in the libraries but they have masks available which meet county mandates. We are to contact Brianna if she can help in any way with the bookstore re-opening.

RCSC Representative: Rich Hoffer reported that RCSC is still in Phase II. There has been an uptick in Covid cases in Maricopa County and in the 85351 zip code which means another delay in moving to Phase III.

Writer-in-Chief: Tom Everitt reported that he will be sending out the volunteer newsletter on the 15th of each month.

Web and Graphics Master: No report,

UNFINISHED BUSINESS:

Sue Blechl reported that she and Jessica are still doing research on charge cards/cash register and hope to have a report at the November meeting. There will be a review and discussion of the bookstore volunteers handbook being prepared by Sue and Mary Anne.

NEW BUSINESS:

There was no new business to discuss.

The next meeting is scheduled for Thursday, November 12, 2020 at 10:30 a.m. Via Zoom.

There being no further business, the meeting was adjourned at 11:49 p.m.

Respectfully submitted,

Patricia S. Bates



Secretary