

## **Friends of the Roseville Public Library**

### Regular Board Meeting Minutes

September 13, 2021

Meeting held on Zoom

#### 1) Welcome

- a) Meeting facilitator: Melisa Roden, President
- b) The meeting was called to order at 5:03 p.m.
- c) Attending: Matt Bridge, Melisa Roden, Marsha Lucas, Norah Leddy, Jessica Turner, Rachel Prouse, Madison McCrary, Sophia Leddy, Sandra Buckner
- d)

#### 2) Collect Volunteers Hours

- a) August volunteer hours: 109.5

#### 3) Consent Agenda

- a) Item 2) a) i), Marsha suggested adding "as long as the individual is consistent"
- b) Marsha made a motion to approve the minutes. Matt seconded the motion. The motion passed with a unanimous voice vote.

#### 4) Library Update (Rachel Prouse)

- a) Strategic Plan stakeholders meetings are scheduled and surveys will be sent to the public soon.
- b) 1000 Books Before Kindergarten program will begin in October.
- c) Storytime at Fountains (once a month)
- d) Staff recruitment continues to be a priority. Interviews for several positions are being held now (e.g., library technicians and pages)
- e) Be Well Roseville is a new City initiative focused on exercise, nutrition, and mind and body renewal. It will kick off on October 9. Registration is required.
- f) The library staff had their first in-person staff meeting in almost 2 years. It was held outside and the staff was happy to be able to gather in-person.

#### 5) Current Business: Non-Committee Specific

- a) Bookstores and Book Sales (income records, needs, and news)
  - i) Riley is not accepting donations because they are out of storage space, and do not have volunteers to transport items to Downtown.
  - ii) Record bookstore sales continue. Melisa praised Marsha's continued efforts.
  - iii) The next used book sale will be October 23, indoors at Downtown. Volunteers are still needed
  - iv) Marsha said Downtown is also swamped with donations. She noted that many are from retiring teachers
- b) Fiscal Year Date Change (all-member meeting in October)
  - i) Special all-member meeting will be held on October 11, and the board meeting will begin immediately after.

- ii) Melisa asked Matt to clarify if the fiscal year date change will affect other things such as board terms, and he said it will not.

c) 2021-22 Budget Finalization

- i) Sophia said the teens do not have the resources to hold their own fundraiser. Melisa suggested the teens could take a lead on an FOL fundraising event.
- ii) Melisa complimented Matt for all of the work he put into the budget
- iii) Marsha suggested moving some of the \$20,000 checking account balance to the investment account. Melissa agreed that it would be a good idea to move \$8,000 to the Schwab investment account. Marsha suggested reevaluating the checking account balance in 4 months.
- iv) Marsha made a motion to finalize the 2021-22 budget. Norah seconded. The motion passed with a unanimous voice vote.

6) Current Business: Committee Updates

a) Membership

- i) Matt shared there has been a small increase in membership and one corporate sponsor renewed
- iii) Discussion was held about recruiting new members as we have more events

b) Events and Fundraising (Norah, Kelsey, and Melisa)

- i) Tequila Mockingbird - September 25 - Logistics, volunteer needs, sponsorship details, and ticket sales were discussed
- ii) Melisa provided an update about the possibility of holding a Trivia Night at Brickyard, possibly on a Monday. Advantages of this venue include the large outdoor space.

c) Grants and Corporate Memberships (Matt)

- i) Matt is continuing to prepare historical information for Madeline

d) Board Recruitment and Onboarding (Norah)

- i) No new prospects. Norah and Jessica still plan to work on school site liaisons
- ii) Board Member Orientation: no update given

e) Teen Committee (Sophia and Maddy)

- i) Family Fest - Sept 25: Sophia said they are reaching out to volunteers for the day. The booth will have games and prizes.
- ii) New Members and Officers: Ideas include having a liaison lead a club at every Roseville high school to increase membership. possible club at every school to increase membership. Three new members have joined.
- iii) Teens helped with sorting book donations at Downtown last month
- iv) Maddy brought up the idea of t-shirts for teen committee volunteers to wear at events. Marsha confirmed there is money available for them to use.

7) New Business

a) City of Roseville PRL Strategic Planning Focus Group Meeting (suggestions)

- i) Thursday, September 16 (Melisa will attend)

ii) Melisa plans to share there is a need for more storage and sorting space for bookstore/book donations at Riley. She will also suggest adding more bookstore space at all the branches.

- b) Parking Lot Item: Form for Contact Info Collection at Upcoming Events (i.e., Family Fest and Book Sale)
  - i) Melisa will create a PDF form and share it
- c) Parking Lot Item: Harry Potter Party at Library (set date for Spring at Martha Riley)
  - i) Marsha said doing Tequila Mockingbird outside will be a good indicator for having future events in the location
  - ii) Rachel will look at the availability of the facility in early April and early June
- d) Local High School Scholarship Fund
  - i) Melisa proposed we create a scholarship fund. Discussion was tabled for this meeting.

#### 8) Adjournment

- a) Norah made a motion to adjourn. Matt seconded. The motion passed with a unanimous voice vote.
- b) Meeting adjourned at 6:33 p.m.
- c) Next meeting: October 11, 2021

#### Parking Lot:

1. Endowment Fund Proposal
2. Book donation to Adventure Clubs
3. Volunteer-made sales items at library displays
4. Custom homemade Little Free Libraries - auction or raffle
5. Pop-up book sales/converted vehicle

Volunteer Needs: Stewardship, Governance, Philanthropy, Marketing, Corporate Membership, Social Media