

**Friends of the Roseville Public Library**  
Board Meeting Minutes  
September 9, 2019  
Downtown Library, 225 Taylor St. Roseville, CA

1.) Meeting facilitator: Matt Bridge, president

The meeting was called to order at 5:02

2.) Attending: Matt Bridge, Natasha Martin, Marsha Lucas, Norah Leddy, Melisa Roden, Margaret Silvius, Kelsey Short, Kerube Caprusso, Karen Holt, Kathy Barsotti, Sara Schlehofer, Michelle Carrillo, Nicole Khudyakov

3.) August volunteer hours: 64 hours

4) Consent Agenda

a.) Melisa Roden noted on pg 5 of 8, the Outreach and Events committee: please add Norah to the list. Melisa Roden made a motion to approve. Kelsey Short seconded the motion. The motion passed with a unanimous voice vote.

b.) Matt made a reminder for all committee chairs to please send reports to Matt at the first of the month

5) Current Business

a.) The Office Trivia Nights: Melisa said the event was well attended. Discussion that maybe questions were too easy. Not all were not sure about the music trivia part of the event. Many thought it was a fun additional component, but maybe it should not have played into the point count. Upcoming Trivia Nights: Star Wars - November, Game of Thrones - February

b.) Family Fest: September 21 Event Committee will find volunteers. Melisa Roden said that she and Sherrie will help with this. They will have sub-committees for each event, and chairs for each big event. Melisa shared that the hope is to recruit FOL members to help volunteer for these events. Nicole said that the teens had some ideas. Maybe instead of cake walk, a book walk. They will need an adult volunteer to monitor. Nicole shared this would be a good way to bring in the library theme. She thinks it will get children excited. Margaret said she has 3 boxes of books all packed. Nicole has ideas for the 10X10 space: an obstacle course for kids to run through, and cornhole to win a book at the end. Nicole thinks maybe adding trick "drunk goggles" could add fun. Melisa suggested maybe balancing a book on the head. Matt suggested posting an age range would help. Maybe change the name from "drunk goggles" to something else: "silly goggles" "googly goggles." Nicole thinks she already has 3-5 teenage FOL helpers. We need a couple adult members to interface with the community. Norah and Margaret said they will be there. Matt also has more SWAG to pass out.

c.) Melisa inquired about having a FOL shirt to get our brand out there and make our name visible. Need a count of t-shirts. Maybe 25? Margaret thinks she might have a vendor or two that she can ask. Melisa also has a friend who does screen printing at home. Melisa and Margaret will email each other to see how fast t-shirts can come together and what price.

## 6) Library Update

a) Natasha Martin passed out a handout showing the FY2019/20 Library Programs the FOL will hopefully fund based on the current budget. (Total amount \$17,000.) Budget items include Community Engagement (Museum passes, Outreach, including the 3rd grade outreach.) Tule Lake, Other Programs (Facebook, Storytime bookmarks / signage, etc.) and Summer Reading (the largest program we fund.) Natasha was not sure if the Poetry Contest will happen this year or not, due to the amount of time it takes for staff to run the program. If the poetry is not brought back, then it would be replaced with something else (maybe STEAM.) Also, Natasha shared that Riley had 963 people use the people on Friday! First day it reopened! Matt asked how that compares to normal. Natasha said that normal is several hundred up to 1,000. Sara Schlehofer shared that a group of deaf people came in and did an impromptu storytime on Friday. Sara will try to share the video clip with Matt Bridge.

b) Collections Budget - Karen Holt shared about the four new collection development offerings this Fall, thanks to an additional \$80,000 from Measure B. The library will use some of the money to reduce holds-ratios for popular items. The remainder is going to the four new collections. The four collections include:

- \*VOX Books: like an audiobook with a device in it (not CD)

- \*Kanopy streaming service: educational video streaming, primary focus is documentaries and educational films, also films too

- \*Newsbank-America's News: America's Newsbank to replace these paper newspaper subscriptions. The paper newspaper price was too expensive.

- \*Brainfuse - Live Homework Help: tutoring online help, 1:00-10:00, K through 12.

Karen Holt passed around a VOX book. Each book can be read in two modalities (audio and text.) Patrons don't need a CD player to listen to the book. Librarians will recharge the VOX books. \$40 a piece. The collection will start out with 50-100 VOX books, mostly picture books. Norah Leddy shared excitement over the digital reader of an organic book (better than screens.)

Kanopy: need library card to have access to this video streaming service which vets every film in their collection. Karen Holt passed out a sheet with catalog of videos patrons can watch on computer or download on devices, apple tv, etc. The library staff is hoping this collection will target patrons who stream. They can check out 10 items a month. Some videos include: The Great Course series and Kanopy Kids. Some titles have monthly charges that the library pays. The user does not see these fees. The service includes public screening rights for the library. Marsha Lucas asked when it goes live. Karen Holt replied the date is still to be determined. Margaret asked about the mobile library and if it could show / demo the new collections that the library provides. Natasha Martin replied that there will be a full advertising campaign to let people know about these new collections.

Newsbank - America's News: Access through the library catalogue. Click on the name of the paper (image edition and text edition available.) Image edition looks just like the paper newspaper. Available inside/ outside the library, 24/7 to anyone who has a Roseville Public Library Card. There is limited availability of back dated issues. The Image Edition is for Sac Bee only. All other papers are text edition only. It does include some magazines, but they are a little odd.

Brainfuse: HelpNow. This is a live tutoring service with expert help, a writing lab, skill surfer, send a question and get a response in 24 hours, flash cards, and more. The library will be buying access by sessions. The online tutors are teachers, grad students, etc. There is a bilingual tutor option. The service is available from 1:00-10:00 pm. A brief discussion followed about how students need technology help. Maybe help the RCSD teachers and library media specialists at schools know about these new programs.

Natasha mentioned that it might benefit the FOL efforts to fundraise if we can say that we are helping to sponsor all four of these new collections and programs..

#### 7) Approve Budget for 2019-2020 (5:55pm)

a) Discussion picked up where we left off on Income for book sales 12K (slight increase, less than 10% increase,) Bookstores (5% over last year,) online sales will remain flat. The budget for events: Melisa Roden and Matt Bridge had a discussion about thinking we might try to increase this to \$11,00. Marsha Lucas reminded us that a budget number is not a goal. Membership \$4500 (Melisa Roden asked if there was a membership boost after Friday at the Fountains. Matt Bridge said no. Melisa Roden said we might get more new memberships if we can sign them up right there.)Corporate budget exceeded a little from last year. Nicole said the Teens are hoping for \$600 in revenue this year. Total revenue: \$72,000.

b.) Expenses: Total expenses: \$64,000

The difference will go back into reserves. Matt and Marsha had quick discussion about putting more into the Placer County Foundation, might have a steady amount that way. Matt Bridge pointed out that last year, our income and expenses broke even. This year, we will contribute a little to the reserves. This is progress. Marsha Lucas reminded us we are increasing our resources to use, not increasing our profits (since we are a non-profit.)

c.) Melisa Roden made a motion to approve. Kelsey Short seconded the motion. The budget was approved with a unanimous voice vote.

#### 8) New Business

a) Library Bridge Ceremony and Downtown Library 40th Anniversary - November. Natasha Martin shared that there will be passive activities for this event so as to not conflict with Tule Lake. Sara Schlehofer says there will be a commemorative bookmark for Tule Lake. Tule Lake is serious, so we want the event to be respectful. Tule Lake exhibit will be mostly hanging silk banners, and a photo exhibit. There will be a reception and drummers out front. Kiyoko Sato,

a 94 year old internee, will be speaking. There will be a panel of speakers, including Leslie Goto's mom and another internee. Another Japanese American will be folding paper cranes. Light refreshments will be served.

November 2, 6:00-8:00. Free. At the Downtown Library.

b) Sept. Newsletter - Matt Bridge shared that he is open to suggestions for content. Nicole Khudyakov offered for the Teens to put it together. She asked what program Matt Bridge uses; he replied Mailchimp, Canva. Matt and Nicole will schedule some time to go over this.

Natasha Martin said she can send some Tule Lake info for the newsletter, since we helped with the grant. Other items discussed for the newsletter included: promotion of last and next TriviaNight, promotion of Tequila Mockingbird, promotion of the Bookstores at the Libraries. Melisa Roden wondered about the potential involvement of FOL at the SPCA booth on Oct. 19 at Lincoln Barktober Fest. Natasha Martin reminded us that Lincoln has their own FOL. Melisa Roden wondered about FOL having a booth Food Truck Mania Night. Kathy Barsotti said that the city doesn't sell booths that night. Matt Bridge asked all to send any other items for the newsletter to Nicole and Matt.

#### c) Review/Comment on Expense Policy

Melisa Roden and Norah Leddy noticed an extra period or two. Matt Bridge asked if Marsha Lucas was ok with the expense policy as written. She said yes, so long as it does not require too much running around for signatures. Matt said the goal was to let the board use their best judgement for small expenses, so one won't have to get the whole board to approve. Margaret Silvius asked Marsha Lucas if we needed the approval attached to the reimbursement. Marsha Lucas said it is not really necessary, just make a note on there that it was approved by Matt Bridge. Marsha Lucas reminded us to let her know about any expenses within the month it was spent. Marsha Lucas would really like another person review the books. Marsha Lucas wants the books to be transparent. Matt Bridge will put the Expense Policy on the agenda for a vote on the next agenda; there is still time to submit changes.

#### d) Corporate Member Event

This is a thank-you event for corporate members. Last year, we only had one corporate sponsor come. There was a general discussion about going to Monk's again or Campelli's. The general consensus was to go to Campelli's this time. Matt Bridge said we still need a date. Melisa Roden asked about a mixer for library staff. Volunteer appreciation merged with this idea. Natasha said just give her a date and time, and the library staff will come.

#### e) Conflict of Interest Form

Board members, please turn in the form to Matt Bridge. He'll give it to Suzanne Sheetz.

#### 9) Adjournment

Marsha Lucas made a motion to adjourn

Natasha Martin seconded. Unanimous voice vote. Meeting adjourned at 6:30 pm.

Parking Lot:

1. Volunteer recognition and monthly updates - complete
2. Fraud Prevention
3. Off-Site Book Sales (DMV, Gyms, etc.)
4. Book donation to Adventure Clubs?
5. Book lists from schools

Volunteer Needs: Member Outreach, Stewardship, Event Coordinator, Governance, Asst. Treasurer, Board of Directors, Philanthropy, Marketing, Corporate Membership