

Friends of the Sonoma Valley Library Off-Site Board Meeting – Minutes March 11, 2022

Present: Janet Constantino, Robyn Makaruk, Robin Kunde, Marge Thomas, Tony Pisacane, Janette Tschann, and Madolyn Agrimonti. A quorum was present.

The meeting was held at Janet Constantino's back patio

Meeting was called to order at 10:22 AM

We held this meeting because we don't have enough time to discuss in detail all of our business at our regular monthly meetings.

Madolyn Agrimonti created a chart to help layout the organizational structure of the Sonoma Valley Branch, the Friends of the Sonoma Valley Library and the Library Advisory Board.

The Staff at the Sonoma Valley Library are:

1. Sabine Salek, Branch Manager
2. Brian Lym, Librarian
3. Clare O'Brien, Children's Librarian
4. Kim Dargeou, Teen Librarian
5. Anna Collorafi, Staff

Library Commissioner is Tom Haeuser

Library Advisory Board:

1. Beverly Seyfert
2. Roy Tennant
3. Janice Chadwin
4. Ken Brown
5. Mario Castillo
6. Barbara Hall
7. Yanell Velazquez

Friends of the Library Board of Directors:

1. Janet Constantino, President
2. Robin Kunde, Vice President
3. Secretary position is vacant
4. Robyn Makaruk, Treasurer
5. Karen Sanders, Member at Large

Other Committees include Book Sales, Book Clubs, Newsletter, Publicity, Web Design.

Friends of the Sonoma Valley Library Off-Site Board Meeting – Minutes March 11, 2022

Book Donations and Sales

One of the most important activities for the Friends are the Book Sales. Currently, Tony Pisacane and Janette Tschann manage the book donations and sales. Tony manages a team of 5 volunteers who accept donations and sort books. Donations happen approximately every 2 weeks.

Books are stored in the sheds behind the library and in an offsite container at Tony's property.

There is an adequate number of volunteers at present to accept donations and sort books; five people. Any new volunteers need to be able to lift fifty pounds over their head to store boxes of books.

Tony provides notice to the library staff and agreed to notify the Friends too so they can put the Donation and Sale Dates on the Friends website. (<https://www.svfol.org/>)

Tony also sorts and disposes of Discard Books

The next book sale will be in May. There was also talk of a children's book sale to be held on a Saturday in April 2022. Book sales are usually in February, May, August and November.

The Sonoma Rotary Club is providing strong arms to help set up and tear down for the book sales. At this point that is sufficient.

There are at least 2 people counting cash money and then giving the funds (if there is cash) to Robyn Makaruk to deposit in our account at WestAmerica Bank. We can also take credit cards using our Square Account.

School Visits

Tony Pisacane makes it a point to visit the local schools and meets with both Principals and school Librarians. He gets varying degrees of enthusiasm for his Books to Schools program. Tony is responsible for getting over 30,000 books to schools between 2016 and 2021. We do need to get more publicity for his efforts to shine a light on the Friends of the Library and its good works.

Social Media

We could make better use of Social Media to promote the FOL. Use it to make the community more aware of our mission and what we are doing in the community. Janet Constantino said she would work with Karen Sanders toward that end.

The Pacific Sun wants to do an article about the Books to Schools program. That is another way to shine a spotlight on the good work being done in Sonoma Valley.

We talked about resurrecting the Newsletter both online and via USPS. Robin Makaruk said there were about 350 paper newsletters mailed out each time.

We discussed buying MS Publisher for Robyn to use and the FOL can reimburse her for the expense to make the Newsletter easier to format and print.

We discussed having a Facebook presence.

Friends of the Sonoma Valley Library Off-Site Board Meeting – Minutes March 11, 2022

We discussed the fact that Kathleen Gray can no longer take care of the Membership List. We talked about getting software to support email blasts and membership management. Robin Kunde will take a look around for Customer Relationship Software (CRM) for non-profits. Thus far it has been via MS Excel Spreadsheet and we are not sure how the emails are being delivered.

We discussed the City's and the Library's responsibility for the facility, storage sheds, discarded garbage, parked cars and homeless people. We understand the Police cannot remove the homeless unless they have somewhere to remove them to and they do not.

The Library is responsible for much of the grounds and has a facilities department they can deploy when things need tending to.

Respectfully submitted,

Robin Kunde

There being no further business, the meeting was adjourned at 11:40 AM.