**Friends of the Sonoma Valley Library Board Meeting – Minutes March 11, 2021**

Present: Ken Brown, Mario Castillo, Janet Constantino, Kathleen Gray, Tom Haeuser, Robin Kunde, Robyn Makaruk, Karen Sanders, Beverly Seyfert, Susan Shinomoto, Diana Spaulding, Sirie Thongchua, Marge Thomas

*Note: Meeting was in the form of a Zoom conference.*

Meeting was called to order at 3:03 p.m.

Minutes of the February 2021 meeting approved

*New Business*: None

*Unfinished Business*: **Book sale**: Tony and his committee have set a tentative date for April 11, for a parking lot book sale with spaced tables and limited patrons at each table. Books will be replenished as sale goes on.

*Discussion:* At this time, library tables cannot be used for the sale. After the county moves to the next tier and interiors can be open at 25% capacity, the library may change limitations to allow FOL volunteers into the building. Situation affected by individual branch decisions, union discussions, and the concern about opening the libraries and then having to shut down again should the virus conditions worsen again. However, our book sheds are filled and we can have no more donations for the time being.

Questions included Why book bag sales not favored by the committee? How will traffic, both cars and people, be managed to ensure distancing? Will we have adequate volunteers? Agreed that Janet would contact Tony to suggest that date be moved to later so that we would have more information about COVID restriction changes and so that a representative of the committee could be present at a meeting to answer questions.

**Ability to make payments, donations or membership, directly on SVFOL.org, our website:** After discussion concerning credit card vs. PayPal and how to facilitate inclusion of payment options on site, **Motion to provide a PayPal option on the site, to be set up by North BayWeb, at a cost of $250-$300. Seconded and approved**. Susan will set up a business account and we will ask Blaine at NB Web to create and place the PayPal button.

*President*: **Reimagining discussion**: Questions included “What is the biggest impact of the pandemic on you and your family?” “What kind of community do you want to live in and what is needed to make that community happen?”

The group was a good mix of people and experiences. One woman had no connection with the library. Much discussion about how to connect with and involve members of the Hispanic/Latino community. It was mentioned that the image of the FOL is that it is clique-y and that we need to reach out to those who do not look like us. Mario pointed out that the image is not surprising and that many of the Boards in our community are entirely white.

*Vice- President*: The current balance in the **Kunde Fund** is $780,424. After taxes, another distribution is due. The accounting for funds already distributed is in need of more work. The amount of $35,000 to $40,000 has been identified, but our records show that about $100,000 has been gifted, with a discrepancy of about $60,000. Tom reported that more work is being done to determine what monies are coming in and going out. Sirie said that the Director and the Finance Administrator were using Robin’s records to determine the amounts and destinations of Fund donations.

*Secretary*: No report

*Treasurer*: February financial report previously distributed. Susan highlighted significant increase in donations and memberships due to Kathleen’s communication to all those on our mailing list.

Following discussion**: Moved that $1,500 be allocated for tax preparation for 2020 seconded and approved**.

*Member-at-Large*: No report

*Branch Manager:* Report attached. Highlights: Library Specialist position, unfilled for over a year, has been unfrozen and is now open. Book drop box is now open Monday-Saturday or until capacity reached. Pick-ups remain strong and a “click and collect” facility is available on the SV Library app. Because we don’t want to offer a program in which patrons must pay for supplies, we provide “take and make” craft kits for participants. The 50 per month kits available are flying out the door. As a part of the Reimagining program, we have had one-on-one interviews with 6 community leaders. Staff has been working very hard, dealing with all the changes and working toward a re-opening.

*Membership*: We have had a flurry of checks and have received three grants: the McNab Foundation ($1,000), Kurt and Robin Kunde ($500) and Jean Walker Harvey Charitable Fund $1,000.

*Book Sales:* See above.

*Book Clubs:* No report

*Newsletter:* Robyn is interested in expanding our digital media use to further connect with members and others. Sirie will send digital marketing materials to Robyn.

*Publicity*: Once a definite plan for re-opening the library and/or re-activating book sales, Karen will produce the needed publicity.

*City Council*: Madolyn could not make the meeting but she did communicate with Janet.

*County Administration*: We are considering FOL activity and library practices with the goal of a plan by end of March, pending COVID status in county. Sirie is collecting information on FOLs including foundational documents and donation/expense data. The city has approved $2M to facilitate the opening of a permanent site for the Roseland library. We have submitted several grant requests including $25K for the summer lunch program and $5K for an outreach to immigrants’ program. We hope to have Fund calculations completed by March 15

*Commissioner*: We are delaying the budget preparation until we have a full report on the results of the Reimagining program. The archives and records at Los Guilacos are a continuing concern on which we are working. We plan to move them out of the fire zone and into safer storage.

Meeting was adjourned at 4:02.

Next FOL meeting: April 8, 3 pm.

Respectfully submitted,

Marge Thomas