**Friends of the Sonoma Valley Library Board Meeting – Minutes May 13, 2021**

Present: Madolyn Agrimonti, Janet Constantino, Kathleen Gray, Tom Haeuser, Robin Kunde, Robyn Makaruk, Karen Sanders, Susan Shinomoto, Diana Spaulding, Sirie Thongchua, Marge Thomas

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

Meeting was called to order at 3:00 p.m.

Minutes of the April 2021 meeting approved

*New Business*:

Renewal of NIAC liability insurance program: Robyn suggested the need for “Errors and Omissions” coverage. Janet will call to inquire the cost. Decision to renew the NIAC insurance was approved by acclamation.

Resignation of Treasurer, Susan Shinomoto, effective July, 2021, was accepted with appreciation and regret. Robyn Makaruk is willing to assume the position for the remainder of Susan’s term, provided an extensive revision of the job description to reduce the amt of time required to complete all the current tasks. They mentioned the positive business reasons for hiring a professional, including the large fund SVFOL now sits on, and therefore would like to allow for the inclusion of a paid CPA to provide services such as the reporting, paperwork filing, reconciling of accounts, possibly check handling. Following discussion, it was agreed that Susan and Robyn Makaruk will meet with a CPA to determine the approximate cost to FOL for handling the majority of the extensive work presently done by Susan, with the treasurer position to retain oversight and review responsibilities. A final decision on the Treasurer’s position will be made at the June meeting. Susan hopes that a new treasurer can be appointed by the end of June. She will continue to be available for transition and training to the extent possible.

*Unfinished Business*:

Book sale: Janette has communicated that the book sale is a go. The sale is a parking lot sale, Sunday, May 23, 10-3. Conditions: Masks required, no library access, including restrooms, credit cards only, parking only on street. Books will be replenished through the day. The branch manager, Diana, and county administrator, Sirie, require proof of liability insurance which covers the library itself.

*Manager’s Report*:

Fourth Quarter request for funding tabled to June.

Express service began April 26, with a limit of 13 patrons at a time and we are filling those slots. [Manager’s report, including new services, attached.]

We now have a complete report on the Kunde Trust allocations. The funds donated to the branch include $111,399 for the Reading Room, leaving a balance of $78,40. With about $7,000 allocated for expanded Wi-Fi, about $71,000 remains to be allocated to other branch projects.

Sirie confirms the fund monies are in a sub-account and will see that Robin receives the account number. With a new CFO soon to be on board, processes should be more satisfactory

Robin reports that, as of the end of April, $808,536.40 is in the Jane Kunde Trust Fund

When the Reimagining program is presented, there may be areas to pursue with the funding.

*President*: Janet and Robin will attend the Friends and Foundation meeting to be held next week.

*Vice-President*: No report

*Secretary*: No report

*Treasurer*: April report distributed previously. No surprises. Bob Sullivan prepared the tax return.

After discussion, it was moved that the $588 annual fee to North Bay Web Hosting be paid. Seconded and approved.

*Member-at-Large*: No report

*Membership*: Kathleen reports that she has tried the new website donate and membership buttons and that the process is easy to use and working well. Kathleen will give to the Treasurer the password and access information.

*Publicity*: Karen has received book sale information from Janette and has contacted her sources for publicity at the *IT*, *Kenwood Press*, and *Bookfinder*. The *Sun* may not publish in time for the information to appear before the sale. The information will go to Madolyn for inclusion in the City News.

*Newsletter*: No newsletter for a while. Kathleen will send book sale notice to all on the membership contact list, about 1,800.

*County Administration*: Sirie reported two new staff, the CFO and an assistant administrator **[title?],** will be on board this summer. Pending Union approval and safety factors, a further expansion of library services expected May 24. A bibliobus will be in operation soon.

The Santa Rosa Rotary is interested in a proposal for funding to help the Roseland branch development. Under consideration is additions to a fleet of bibliobikes similar to ice cream bikes, iPads for loan, increased digital collections.

The new site of the Roseland Branch, 470 Sebastopol Rd, will be open in June, with a new branch manager.

The Library and Foundation have received some sizable estate gifts, including a large bequest of ½ to 1 million dollars. Sirie is interested in helping with information on estate giving for our FOL website.

Wine Friends have a three-year fund-raising plan which includes a new branch.

Sirie’s June meeting fund-raising report will include FOL’s allocations.

*Commissioner*: The budget plan is flexible, pending results from the Reimagining program and re-opening timelines. We’re prepared to re-allocate as needed. We continue to grapple with archives’ storage at Los Guilcos, with help from the county.

*City Council*: Madolyn reported that a new council member, Kelso Barnett, has been appointed and they are interviewing for a new city manager. The council is concerned about traffic and speeding, especially on Broadway but also in neighborhoods. The “parklets” allowed during the pandemic will continue until October, 2022, with the proviso that if recovery is faster than expected the City will need to react---with retail involvement in decisions. The Fire Department will make a presentation on July 4th fireworks at the next May council meeting. There is much public concern on this issue.

Meeting was adjourned at 4:10. Next meeting is June 10.

Respectfully submitted,

Marge Thomas