**Friends of the Sonoma Valley Library Board Meeting – Minutes August 12, 2021**

Present: Ken Brown, Janet Constantino, Kathleen Gray, Tom Haeuser, Robin Kunde, Robyn Makaruk, Beverly Seyfert, Diana Spaulding, Roy Tennant, Marge Thomas, Sarah Vantrease

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

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

Minutes of the July 2021 meeting approved

*New Business*: None

*Unfinished Business*: Book Sale coordinator(s) search: Janet’s draft was approved. Laurie Decker will post on web site; Karen will communicate with newspapers, including the “Good Deeds” section of *The Press Democrat;* Kathleen will send information to all on contact/address lists

 *President*: Diana’s transfer: Janet thanked Diana for her positive presence at our branch and congratulated her on returning to her home city as Branch Manager at Petaluma. [Diana showed her magic wand created by Tom Haeuser.]

Friends and Foundations meeting: Topics included new Assistant Library Director and new Assistant to the Commission; the coming “bibliobus” bookmobile which will serve many areas of the county; branch experiences with curb-side pick-ups; insurance (some others looking at D&O coverage); book sale challenges (some have done sales in farmers’ markets, used small book-sale stations, explored other vehicles for sales)

Sonoma Federal Credit Union of Santa Rosa has offered to partner with the SVFOL. Rather than a joining fee, new members will be asked to donate $10 to the Friends. After discussion, it was agreed that the credit union would accept the fees and donate them to the SVFOL.

*Vice President*: In spite of distributions of approximately $200,000, the Jane Kunde Trust is now at $813,855.09, larger than its original holding.

*Secretary*: No report

*Treasurer*: Robyn discussed the reason for our new financial reports formats. Our new accountant, Bob Withrow, has explained that the formats comply with requirements for non-profit organizations, which differ from the requirements of for-profit businesses.

Second-quarter statements were received for the investment accounts Vanguard and Community Foundation and are reflected in the financial reports.

When a certain amount of money is accumulated in our bank account, an amount is to be transferred to one or both of our accounts in these entities.

The charge of $485 to Bob Withrow included fees for June accounting and setup, and a $160 discount for non-recurring work.

We have received our first income from our new PayPal account.

*Member-at-Large*: No report

*Membership*: Kathleen reported no new memberships.

*Publicity*: Publicity for up-coming book sale as well as call for new sale coordinator is underway.

*Branch Manager*: Full report deferred to LAB [see attached]. Diana reflected on her time in Sonoma. She has hired six new staff while here and another whom she will not be able to meet before her transfer.

*Committies*

*Book Sales*: Robyn has offered to manage two Sunday parking lot book sales. Tony and Janette think **Sunday, August 26**, is a go. The sale will be from10-3, masks required, parking on the street. Credit cards and cash only. Robyn will make fliers to distribute around the area. Diana requested that the full location of the library be included in all publicity. Roy suggested a poster board in front of library. Robin K will locate a light-weight A-frame for poster. Sale information will also be displayed in lobby. Kathleen will send information to the FOL mailing list.

No other committee reports.

The meeting was adjourned at 3:40. Next meeting: September 9.

The LAB meeting immediately followed.

Reports:

*Commissioner*: Tom introduced new Commissioner, Roy Tennant, who began his association with libraries at 17 as a volunteer and has worked at every level of education in the state. His experience includes helping with the automation of the Berkeley library and co-authoring a text on library management. His last position was with the largest library cooperative in the country.

Tom reported that the archives at Los Guilcos will be moved this month.

Roseland’s completion has been delayed due to a conflict with a subcontractor who installed a water meter incorrectly.

*County Administration*: Sarah will send monthly reports from the Commission. The libraries are now open 100% for in person visits. Masks are required. Guidelines are being set for in-person meetings and gatherings in branches and there is hope for expansion in the fall. The “bibliobus” is still in production and we expand services throughout the county in the fall. The search for a new SV library manager is gearing up.

Sabine Salek will be lead person at the branch. Recruitment is open for the CFO position.

*City Council*: Madolyn reported that there are three good candidates for the open position on the Council. Hoteliers are reporting that business is up, good news for the community. Buckets for water conservation tools will be given out August 21 in front of City Hall. A current concern is the state of cemeteries in the city. We have only one care-taker for the three sites; we are running out of space; we have no endowment and are in the red.

*Branch Manager*: Diana thanked the LAB for their support and commented on their large responsibility for the use of the Jane Kunde Trust Fund. She reported that masks are again required. In-person visits to the branch have grown significantly since the library opened again, even with restricted hours: over 4,000 patrons in June and almost 5,000 in July. Recent distribution from Kunde Fund, $34,034, brings total available for spending to $101,236. (A discussion followed regarding meaning of “equitable” for all branches.)

Respectfully submitted,

Marge Thomas