**Friends of the Sonoma Valley Library Board Meeting – Minutes November 7, 2019**

Present: Janet Constantino, Dave Dobbins, Josy Ingersoll, Tom Haeuser, Robin Kunde, Beverly Seyfert, Susan Shinomoto, Diana Spaulding, Marge Thomas, Sarah Vantrease, Zanett Velazquez

Meeting was called to order at 3:00

Minutes of the August 8, 2019, meeting were approved. [Note: September meeting cancelled for lack of quorum; October regular and annual meetings cancelled due to power outage.]

Unfinished Business: None

New Business: None

Officer Reports

*Presiden*t:

Liability Insurance, applying to volunteers working for the FOL, is with NonProfits Insurance Alliance, also used by Petaluma FOL. Cost per year is $812. *After discussion*: Janet will check with the company to see that volunteers driving their own vehicles on FOL business are covered and whether our insurance or the volunteer’s own automobile insurance is primary.

Sonoma Foundation Star Event was a success, with some 7 volunteers and staff attending to see Anthony Bingham receive the Star Volunteer award.

FOL has received a $1,000 grant from the Purdom Family Fund for general operating needs.

A thank-you note for books and support from Prestwood School’s Librarian will be given to Tony Pisacane who is responsible for this important out-reach program.

Ann Hammond also thanked the FOL, on behalf of the Commission and staff, for our contribution of $6,700 in support of our Sonoma Valley Library.

Robyn Makaruk has asked if the minutes of the FOL could be published in the Newsletter. *After discussion*: it was decided that it would be better to provide Robyn with other material for the newsletter and Board members agreed to send material to Robyn.

Dave Cook will return as our City Council representative.

*Vice President:*

A report on the FOL Presidents’ meeting of August 22 is attached. Highlights include 387 of 500 available WiFi hotspots have been checked out and 200 more are ordered. A surplus in Measure Y monies is the result of not being able to hire staff as fast as planned. Infrastructure projects are being planned for some of Y funds which have 7.5 years remaining. Standardizing art exhibits is a goal of Central. The next meeting is Nov. 21, 10:30 and either Janet or Robin will attend.

The Jane Kunde fund was at $694,908 as of December 31, 2018, and has increased by about $40,000 since even with a distribution of $37,476.

*Secretary:* No report

*Treasure*r: Treasurer’s report was distributed. Susan and Dave pointed out that there has been a significant increase to off-site sales due to Tony’s work at moving DVDs and cds left over from book sales to outside sales.

*Member-at-Large*: No report

*Interim Branch Manager*:

Highlights from report: The second-quarter funds request will be presented at the next meeting.

In answer to request for quiet, private places to work or tutor, the branch (and others) will be establishing a self-contained, windowed space in the near future. This is a sizable budget item.

Portable WiFi’s have been very popular and well used. Chrome books will soon be available for check-out to patrons 13 and older.

*Central Administration, Sarah Vantrease*:

Kincaid Fire was disruptive to libraries, with many staff members under mandatory evacuation. Some remaining staff had to be sent to branches near evacuation areas. Petaluma experienced double attendance and Rohnert Park had triple the usual number of patrons. In spite of personal stress, staff worked together to provide library services, with maximum use of power chargers and WiFi availability. Staff reached out to evacuation centers in our county and in Marin, as many Healdsburg residents evacuated to Marin. One children’s’ librarian put her story time on Facebook which was shared more than 15,000 times. [Our own children’s librarian provided extra and on-going programs and entertainment for children who often came in with parents seeking internet connection.]

We expect to utilize a state-wide grant to improve equity in hiring and in serving community members.

There is concern about a publisher who is limiting book purchase by libraries to one copy. Libraries are willing customers and need hundreds of copies to answer the needs of our patrons.

After hearing of the efforts of library staff during the fire and power outage, **Motion to express deep appreciation to the staff members of all our county libraries for their extraordinary efforts to provide services to our communities, especially those in serious distress. Seconded and Approved.**

Committee Reports:

*Book Sales*: Next sale is Nov. 13, 14, 15, and 16.

*Book Clubs*:

 *Classical Reflections*:

*Mystery*: No report.

*Publicity*: No report

*Newsletter*: No report

*Membership*: Dave has turned over membership and communication responsibilities to Kathleen Gray and Cynthia Morrison. Dave requests $2,00 for purchase of a laptop computer dedicated to their work. **Motion to allocate $2,000 for the purchase of a membership and communication laptop and necessary software. Seconded and Approved.**

Meeting adjourned at 3:55 p.m. with **Annual Meeting** following:

One item on the Annual Meeting: Election of Secretary. Nominating Committee nominated current Secretary, Marge Thomas, who will continue in the position. No other Board members’ terms expired this year.

 Next meeting: December 12. 3:00, which will include a Holiday Party to which all staff and volunteers are invited. Board will provide pot-luck snacks and sweets. Wine [donated by Kunde Winery] will be served, pending appropriate license.