** Friends of the Ridgecrest Branch Library**

Board Meeting Minutes, February 15, 2017

**Board members present:** Sandy Bradley, Charissa Wagner, Peggy Johnson, Roy Parris, Helen Ferguson, and Barbara Lupei. **Guests:** Mary Anne Arnold and Terri Middlemiss.

The meeting was called to order at 10:14 a.m. The agenda was amended and approved. The minutes of the January 18, 2017 meeting were approved.

**Librarian’s Report:** Charissa Wagner reported

* She has posted info about the book sale in the library and is handing out bookmarks. She also passed these out at the Community Garage Sale last weekend. She will place the Facebook ad about two weeks before the event. This will cost about $30.
* The Valentine’s Day Pub Trivia at Casey’s Steaks & BBQ was a success with 36 participants. They have the option to move to a larger room if needed. These events will continue on the 2nd Tuesday of *even numbered* months. Teams are usually comprised of 3 to 5 members, but on Valentine’s Day couples competed as well. April 11th is the next event. If a person or two wants to help score the Pub Trivia sheets on April 11 that would be helpful.
* The summer reading program, “Reading by Design,” will feature artistic crafts for kids. She has booked a bubble show and a magic show for both Ridgecrest and Inyokern.
* February 23rd from 3:30 to 4:30 p.m. the library will host a Digital Learning Day for teens and tweens. Charissa will be demonstrating use of the new library catalog interface. Roy recommended contacting the public affairs officer for the Blue Angels to see if she can arrange for the pilots to visit the library while they are in town in March.
* The March Teen Tech Week project will teach sanding and drilling while making “fidget boards” for the children’s room. The teens will attach handles, chain locks, hinges, and other hardware to the boards that the children can manipulate to keep their hands busy. This event takes place on Saturday, March 11 at 2:30 p.m.
* There is another Teen Tech Week After Hours on Friday, March 10 from 5:00 p.m. to 9:00 p.m. There will be food and drink, plus podcasting, virtual reality, social media responsibility, and wood burning.
* Children’s Book Day will feature two local authors of children’s books, Terry Pierce and Julianne Black. The event will take place on Saturday, April 1st at 10:00 a.m. The authors will have books for sale after the presentation with a percentage going to the Friends. A Friends volunteer is needed to facilitate the book sales.
* Charissa spoke to Mandy Cordell who said they are adding the county to their insurance coverage. Charissa asked the county to get the buying done before the year-end when there is a buying freeze to facilitate closing out the credit card accounts.
* She recommended a change to the FRBL 3-fold brochures. She has been updating the URL to the website by hand. Sandy will look for the electronic document and Barbara will update it.
* Furnishings from the technology grant are starting to come in. Two chairs that are larger than expected have arrived. Still coming are 2 short benches, plus 2 longer benches. The longer benches may not fit in the layout of our branch. They must all be placed near an outlet to make use of their wired attributes. Charissa was told that General Services would be coming out to make sure there was power for the new furnishings. She will try to get them to complete some of the other tasks on her list at the same time. Roy suggested returning or trading furnishings that she doesn’t have room for in exchange for smaller pieces.
* The digital literacy classes, also part of the technology grant, have begun and will run through May. She displayed a handout made to share the class information. She handed these out at the Community Garage sale last weekend. Roy offered to take some to the senior center in Ridgecrest, and Terri offered to take some to Inyokern. The classes will meet in the library on Saturdays at 3:30 p.m., except for the third week that will begin at 3:00 p.m. Four classes will be repeated each month. 1st Saturday: Computer Basics, 2nd Saturday: Setting Up and Using Email, 3rd Saturday: Word Basics (Microsoft Word), 4th Saturday: Mobile Devices and Downloading eBooks.

**President’s Report:** Sandy Bradley reported

* Sandy gave an update on the Wal-Mart grant application process she is pursuing to purchase a Little Free Library for Inyokern. There is a paper version and a web version. Other groups have used the paper version and it seemed to go into a black hole, so they tried the online version that requires an application number. No one knows where/how to get an application number. She will continue working on it.

**Treasurer’s Report:** Helen Ferguson reported

* She distributed copies of the proposed budged for 2017 and answered questions. After discussion, a motion was made to approve the budget as it stands. The motion was passed unanimously.
* She distributed copies of the financial status report as of January 31st. It was agreed that the line item “Comm. Re Priv.” could be removed from future reports as it was related to ALE support and is no longer relevant.
* Discussion of the “Special Books” line item brought up discussion of a letter Sandy received from a re-seller asking for a list of our special books as he might be interested in buying all or part of them. There is not a list and there may be as many as 2,000 books. Terri and Barbara volunteered to develop a spreadsheet. Sandy will discuss this with John Anderson and Sue Parker.
* The date for the audit has not been set yet but will be set within the next few days.
* Terri recently ordered more FRBL book bags. The price has gone up to $11 each for orders of 30. There was discussion on whether prices should be raised from the current $12 price and the decision was not to raise the price at this time.

**Vice-President, Book Sales Report:** vacant position, Sandy Bradley reported

* A time line has been developed for planning and execution of the book sales. She has also updated a volunteer contact sheet with emails for most people to make it easier to contact them for sign-ups. She brought the sign-up sheet to the meeting and several people were able to volunteer.
* Barbara offered to take photos at the sale for the newsletter and future flyers.

**Vice-President, Membership Report:** Carol Pearson reported via email

* Since our last meeting on Jan. 18, I have entered just three renewals.
* On 11/23/16 I sent out 59 renewal notices and have had just 25 responses. Perhaps timing it with the holiday season is not such a good idea.

**Newsletter:**  Deadline for next newsletter – April 28, 2017.

**Old Business:**

* Terri shared an idea for expansion – she saw a TV show about buildings made from sand bags.
* Terri shared that her contacts for use of the school in Inyokern for their summer reading program are in favor of continuing the program this year.
* Peggy reported that she has not received any complaints about the price increase on the older magazines in the book sale room implemented last month to make them all 50 cents. She will keep us posted on customer feedback.

**New Business:**

* Sandy shared a downloaded document titled “The Pocket Guide to Fundraising Psychology”. She is happy to share her print copy. The document is available for free at <http://go.classy.org/pocket-guide-fundraising>, but they do require that you enter your contact information.
* Roy asked what would happen if we added even 80 sq. ft. to the community room. Would the $20K set aside already cover that? It could be used as a bathroom for the community room after hours, for storage space, or maker space. The decision was made to discuss this more after the book sale.

**Adjournment:** The meeting was adjourned at 11:48 a.m. Members were encouraged to eat lunch at Pizza Factory to support the fundraiser.

The next Board meeting will be **Wednesday, March 15, 2017,** at 10:00 a.m. at the Ridgecrest Library Community Room.

Respectfully submitted,

Barbara Lupei, Secretary