**Friends of the Ridgecrest Branch Library**

Board Meeting Minutes, February 18, 2015

**Present:** Sandy Bradley, Vickie Schauf, Vicki Siegel, Carol Pearson, Terri Middlemiss, Peggy Johnson, Bill Eichenberg, Roy Parris, Dave Burdick, Barbara Lyle, Charissa Wagner

The meeting was called to order at 10:05 a.m. The minutes of the January 21, 2015 meeting were approved.

**President’s Report:** Sandy Bradley reported on the conversation she had with Nancy Kerr, Kern County Librarian, regarding Kern County budget issues and the filling of the vacancy left by Marsha Lloyd. Kern County is faced with a severe budget deficit and the decision not to fill Marsha’s position was made before Ms. Kerr was hired. She has visited the Ridgecrest library and believes it is well run with the current staff. At her recommendation, several physical changes have been made to the front part of the library to make it more accessible. She stated that no changes will be made in staffing until the next budget review in July of 2015.

Concerns remain from the members of this Board regarding the future of the branch.

* What do Charissa Wagner and the current staff believe needs to be done regarding staffing and future needs of the library?
* It was suggested that Board members visit the Kern County website to view BOS meetings to hear commentary and BOS attitudes.
* Non-technical benefits of libraries were discussed, including links to literacy, health and crime prevention.
* The politics within the BOS and how libraries are affected were also discussed. It was agreed that the most effective way to be heard and obtain budget money is to attend and express opinions at BOS meetings during the public comment period.
* Another suggestion was to align with other Friends’ groups in the county and encourage representation at BOS meetings.
* It was agreed that if there can be verification that the lion’s share of library cuts are being sustained by the Ridgecrest branch, a complaint to the Supervisors should be expressed.
* It was recommended that a special meeting of the Board, Supervisor Mick Gleason and Sarah Bleyl, Supervising Librarian, be held to discuss the Kern Board of Supervisors’ opinions and plans with respect to this branch. The meeting would also serve to obtain support from library leadership. At this meeting, help with developing an action plan would be requested.

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

* She has been asked to be temporary acting supervisor and has been authorized to work up to 39 hours per week. She noted that she will most likely find a balance between 20-30 hours, which will alleviate sick and vacation problems. This is viewed as a positive response from the KC Library system. Current staffing will remain the same through the end of the fiscal year.
* The county is investigating the possibility of privatizing libraries as a money-saving strategy.

Libraries may or may not have input on the decision, but nothing has been decided yet.

* Charissa asked for input in the event that the library loses an open day. She noted that Nancy Kerr and Sarah Bleyl both support keeping the current schedule. It was agreed that if this becomes necessary, the least busy day (most likely Thursday) should be selected. This could be

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* determined by the daily tracking of customers through the door, which is already being done. Volunteers will record the daily numbers and make a spreadsheet so our input can be given if it is needed.
* Charissa inquired about the status of the proposed summer reading program at the Inyokern School library. Charissa stated that county money may not be spent on a project that does not directly benefit the library. It was agreed that the project would need to be run by volunteers with the approval of the Inyokern school to use its library. Terri Middlemiss will continue to work with the Inyokern School and report at the next meeting.
* Charissa reported on the physical changes recently made to the library as a result of the visit from the KC librarian. The front area has been made more accessible to patrons and there is a more open look to the front. The staff like the changes. Charissa would like to get rid of the blue carts and requested assistance from the Friends to store them or dispose of them. It will first need to be determined whether they are county property or Friends’ property. Charissa will determine the ownership.
* Charissa is developing a wish list for shelving and a ceiling fan for the children’s area. A request will be made of the Friends at a future meeting.
* Regarding RUCKUS, the library WIFI system, Charissa reported that the new system has been installed at a cost of $1269.33, which is half of the original estimated cost. A big improvement has been noted compared to the old WIFI system. **It was moved, seconded and carried** that FRBL pay for the cost of the installation. FRBL also pays the monthly fee of $110.

**Treasurer’s Report:** Bill Eichenberg reported that $450.00 in donations has been received so far this year. The Secretary will send thank you notes for donations $50.00 and over. The checking account balance is currently $17,195.88. Financial reports are filed with these minutes. Bill will be preparing quarterly financial reports that detail interest and savings. “Compared to budget” figures will also be included in future reports. It was requested that he check with the individuals in charge of specific projects before writing checks for those bills. Some errors in bills have occurred.

**Vice-President, Membership Report:** Carol Pearson reported that there are currently 295 FRBL members. She also presented some past years’ membership numbers for comparison. She noted that 295 is an average membership.

**Vice-President, Book Sales Report:** Vickie Schauf reported on the following:

* Saturday, April 11th has been set as the date for the spring book sale. A request for use of the Annex building has been submitted to the school district and it is expected to be approved.
* Regarding monthly book sales, there was a dip in October to $450.00, but January was back up to $700.00.
* Vickie noted that the volume of books in the Annex is overwhelming and suggested the idea of recycling unsellable books as a possible fundraiser. Golden Empire or Pearson may pay non-profits for paper. Roy Parris volunteered to investigate this possibility. Vickie also noted that John Anderson processes books that are valuable enough to sell and he may train others to aid in this process.

**Newsletter:** A reminder was given that articles are due by the last Friday in April (the 24th).

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**Old Business:**

* Status of summer reading program in Inyokern (See Librarian’s report.)
* Future Library Expansion Fundraising Ideas: Sandy led a discussion of possible new fundraising ideas for future library expansion. Ideas included Cars 4 Causes, Smiles@Amazon.com, (organization gets .5% of sales), Pizza Factory (can be done once a month, organization gets 30% of sales), opportunity drawings, auctions, Pearson’s recycling. Sandy will compile a list of ideas and send it to Board members for comment. Further discussion and a decision on fundraising activities will take place at the next meeting.

**New Business:**

* Budget for Spring Sale Publicity: It was projected that $225.00 will be needed for publicity for the Spring Sale. It was **moved, seconded and carried** that this amount be approved.
* WACOM request: Terri Middlemiss reported that the request for WACOM funds is due by mid-March. The Secretary will write the request letter before the deadline.
* A thank you note from Marsha Lloyd was circulated.
* Roy pointed out that the Chamber of Commerce membership plaque has been hung in the Sales room.

**Adjournment:** The meeting was adjourned at 12:00 p.m.

The next Board meeting will be **Wednesday, March 18, 2015,** at 10:00 a.m. at the Ridgecrest Library Community Room.

Respectfully submitted,

Barbara Lyle, Secretary