



**Friends of the Ridgecrest Branch Library**  
Board Meeting Minutes, November 14, 2018

**Board members present:** Sandy Bradley, Carol Pearson, Peggy Johnson, Patricia Walters, Vicki Siegel, Janice Norcross, and Nani Banks. **Library Administrator:** Charissa Wagner.  
**Guests:** Brent Clark Palmer and Renee Westa-Lusk.

The meeting was called to order at 10:02 a.m. The agenda was approved with modifications; under Vice President's Book Sales, added On-line books (special books/collectibles) and under New Business, added the need for more book bags. The minutes of the October 17, 2018 meeting were approved.

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

- Hoopla is a digital streaming device that is available on mobile devices or computers. It started as of October 1, 2018. So far it appears to be fairly successful with 353 circulations. It allows the borrower to get comic books, course materials/lectures on various subjects, movies, TV shows, etc. Currently patrons are able to borrow three a month. The cost is paid for by the Kern County Library at \$2 per order but less than \$800 has been used. There is no cost to individual patrons but each patron is only allowed three borrows a month
- Zipbooks has also started. This is provided via a grant from the California state library. This is only for hard copy books that are not in the San Joaquin Valley Library System (SJVLS), i.e., no CDs, DVDs, magazines, text books, etc., and cost \$35 or less. There is no cost to the patron but they do have to have the ability to use email and are limited to three per month. They come to the patrons via Amazon Prime and each patron may only have one book at a time. When returned to the staff (not dropped in the box), the patron may order another book.
- Overdrive circulation has significantly increased; from 8,000 to 9,000 in 2017 to an average of 12,000 in 2018.
- Frontier has completed the fiber project at our end, however, we're waiting on the Kern County Library (KCL) and the SJVLS to finalize the connection. This should make our connection 4 times faster and we hope to be hooked up by the end of the year. The state and county are paying for this project. This dream of a faster network connection has been talked about for at least 10 years!
- Charissa has announced the library closure dates for the holiday season. The library will be closed November 22-24, and open again on November 27<sup>th</sup>. The library will also be closed December 7<sup>th</sup> for staff training in Bakersfield. In December, the library will be closed 25-31, and open again January 2.
- The Ridgecrest library has been approved to hire Gail deHaan on a part-time basis beginning after Thanksgiving and continuing through almost the end of August.
- Two Librarian-3 positions were hired. KCL has hired Shalyn Pinada, as a supervisor over East Kern libraries. Shalyn started in October and Charissa will contact her to see if she would be able to visit Ridgecrest at our next Board meeting in January.
- The book trust funding has been updated to show approximately \$30,000 remaining of which \$4,000 is for magazines/periodicals. The Board has budgeted \$12,000 for the book trust this year and wonder why more of the money already in the trust has not been spent. Charissa is going to check with Heather Eddy as to how and when the book trust funds have or are to be spent. Sandy asked if the Board can help in some way to make sure the funds are used as planned. Part of the problem is a space issue where Charissa and her staff will have to make space for new books by culling some underused books - approximately 5,000 titles in

adult non-fiction are to be replaced. The book trust funds may be used for other things, e.g., supplies for the Makerspace, but must be ordered through the county. It was suggested we might adjust how much we have budgeted for next year until we can determine how the funds can best be used. Charissa did point out that 2019 is the last year the county is going to purchase magazines/periodicals so the Friends may have to ensure our book trust funds are budgeted accordingly.

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

- Sandy sensed the Volunteer Party went well with a lot in attendance and good food shared with friends. The Maturango Museum was a good venue but in the future would suggest the invitations be sent out sooner. She received nothing but good comments from those who attended.
- Brent Clark told the Board that the Ridgecrest Regional Hospital gave the FRBL a check for \$3,000. He suggested we invite a representative from RRH to attend our next Board meeting to receive a personal thank you and a book bag as a token of our gratitude. He will contact the RRH to see if they can attend.

**Treasurer's Report:** Nani reported

- As of the end of October, the year to date income and expenses are slightly behind the budget but should be made up in the next two months. The proposed budget for next year was modified by the Board to break out a budget for magazines for the next year as the county will no longer be paying for them in 2020. The proposed budget will reflect \$0 for the KCL Book Trust and an additional line item of \$5000 for magazines/periodicals.
- The Board also decided with the amount of funds available that we add \$2,000 to each of our four current Certificates of Deposit so we can receive more interest than in just a traditional savings account.
- The proposed budget was accepted with the modifications stated above.
- Nani suggested offering an early entry fee for non-members that would like to get into our major book sales at 9 am instead of waiting for general admission at 10 am. After discussion, the Board decided a fee of \$3 would be used. However, the early entry fee option would not be advertised on the flyer.

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

- Since our last meeting, there have been 2 new members and 7 renewals.
- Carol said she was going to send out renewal notices to our members prior to the end of the year.
- Carol also mentioned that the FRBL received a donation of \$100 from Peggy Breeden from the Swap Sheet. Barbara Lupei, our secretary, will be asked to send her a thank you note.

**Vice-President, Book Sales Report:** Janice reported

- Janice hasn't heard from Sierra Sands School District about the use of their building for the spring book sales but Sandy said they may not respond and to just consider we have their approval unless we hear otherwise.
- It was suggested we wait until the January Board meeting to firm up the dates for the spring sale as it may conflict with Easter. Although the dates were mentioned in the last newsletter that went out to our members there will be adequate time to make the correction in our next newsletter.
- Scott Schneider has started posting books for sale online on the Amazon site. However, he has found that a lot of older collectible books are not listed on Amazon and has proposed using Alibris to reach serious book collectors. Alibris charges a yearly fee of \$19 as opposed to Abebooks which charges \$300 a year. The Board agreed that Scott should contact Alibris to set up an account with a yearly fee of \$19.

- Janice said her heartfelt plea for volunteers to help to her on Mondays and has picked up five new volunteers in total. Three will work in the sales room and two new people have volunteered to pick up books from people's homes.

**Newsletter: Deadline for next newsletter - January 25, 2019.**

**Old Business:**

- Sandy provided the names of the proposed Board for next year. Brent Clark Palmer has agreed to run for President, Carol Pearson has agreed to continue as Vice-President for Membership, Janice Norcross has agreed to continue as Vice-President for Book Sales, Nani Banks has agreed to remain as the Treasurer, and Barbara Lupei has agreed to remain as Secretary. Members-at-Large will remain as Vicki Siegel, Patricia Walters, and Peggy Johnson.
- Peggy proposed and Nani seconded the slate of officers be approved, and all Board members present agreed. The new slate of officers will start at the January 16, 2019 Board meeting
- Sandy suggested an article should be included in the next newsletter about the individual membership fee being raised to \$10 and family fee raised to \$15.

**New Business:**

- Vicki Siegel brought up that there are only about four book bags and suggested more be ordered. She agreed to check on the best price depending on quantity but thought 12 bags of each color would be adequate.

**Adjournment:** The meeting was adjourned at 11:50 a.m. Members were encouraged to eat lunch at Pizza Factory or Beanster's to support the fundraiser.

The next Board meeting will be **Wednesday, January 16th** at 10:00 a.m. at the Ridgecrest Library Community Room.

**Note of Subsequent Business:** Shortly after the November meeting, Vicki reported (by email) to the board members that the Sunday New York Times subscription, by mail, would cost \$412.80 per year. The topic was discussed by email and in the end, all agreed to try it out for one year and see how it goes. The plan is for the FRBL to subscribe and Nani took that task. She will have it start in January, 2019.

Respectfully submitted,

Peggy Johnson, Stand-in Secretary