

# FRBL Board Meeting Minutes – February 19, 2025

## Meeting Call to Order

- Meeting of the Friends of the Ridgecrest Branch Library (FRBL) Board was called to order at 1:06 PM.
- Agenda approved with no additions or deletions.
- Minutes from the last meeting approved.
- Board Members Jerry Bradley, Nani Banks, Carol Pearson, Jil Richards, Vickie Schauf, John Freeman, and Denise Gorman were in attendance along with Library Branch Supervisor Charissa Wagner and guest Dave Burdick, former president of FRBL.

## President's Report

- Guest introduction: Dave Burdick, past president and board member.
- The President met with Jeff Moore, the director of facilities for the school district, at the Book Facility on Thursday, February 13, 2025.
  - Moore is "very supportive of FRBL and our mission" and identifies as a bibliophile.
  - Moore showed the President a picture of his living room, which showed a bookcase full of books, and mentioned he has over 1000 ebooks.

## Building Damage and Access

- Damage occurred the weekend before the meeting: a cross beam broke, causing parts of the ceiling and two light fixtures to fall.
- Location of damage: immediately to the right of the front door, blocking the entrance.
- Moore's reaction was that he cannot allow further access to this building due to safety and liability concerns.
- Moore will discuss the issue with his manager (Jennifer Hayden) and the superintendent, April Moore.
- No access to the building is allowed until further notice.
- Possible solution: Moore mentioned securing the beam with a piece of equipment to allow access to retrieve books.

## Potential Alternative Location: James Monroe School

- The President informed Mr. Moore that Dave Burdick mentioned the possibility of James Monroe School.
- The President explained the need for a place to receive, store, sort, and sell books.
- Moore said they probably couldn't allow a retail outlet on school property.
- The vacant space in the North Albertson's shopping center is now being used as offices.
- No time frame for resolution or access to the building.

At this point, the President asked Dave Burdick to discuss his interactions with SSUSD personnel:

- James Monroe school will be vacated at the end of the school year.

- In December 2024, Burdick contacted Pam Smith to get an appointment with Superintendent April Moore to discuss the Friends of the Library getting a portion of Monroe.
- Burdick, a former school board member, emphasized that Monroe should be viewed as a community asset.
- Burdick described the need for a space with heat, air conditioning, lighting, running water, and bathroom facilities.
- Burdick told Moore that FRBL wanted "a place at the table" when they discuss vacating the building.

### **School Board Meeting and Current Status**

- The issue was not on the February meeting agenda. of the Library's interest in space at James Monroe.
- Moore reiterated that she hadn't forgotten and that the school district intends to use a portion of Monroe as "swing space."
- Moore's concern: preventing unauthorized adults from accessing the campus. However, she said that a fence could be put up to prevent unauthorized individuals from access the campus portion of the facility.
- The issue will likely be on the May agenda for the school board.
- Moore has received requests from at least one charter school for some room.

### **Monroe School Discussion**

- Prepare for a May meeting with the school district regarding the "disposition or repopulating" of Monroe School.
- Show up in force with a plan and have people willing to speak to the board because "numbers count."
- An area of at least 2,000 square feet would be a good size to aim for.

### **Blighted Property and CBDG Money**

- Skip Gorman, now on the City Council, is interested in blighted property.
- The old Kmart building could be considered blighted.
- The county rejected a previous proposal to use Community Development Block Grant (CBDG) money for blight mitigation, specifically for the Kmart building.
- Contact Skip about the Council meeting next month, where Gary Charlon will be speaking about blight.

### **Library Director Report**

- A tiny art show was held earlier this month.
- A Lunar New Year program was well-attended.
- A giant collaborative art project is planned for March.

- Class visits are scheduled for March.
- A scope meeting for the infrastructure grant will be held in March.
- Increase Cash Flow & Debt Management will be held on the second Saturday of every month for the rest of the year.
- A lunch and learn program about speech pathology will be held on March 15th.
- Summer reading challenge planning is underway.

### **Library Updates**

- Additional funds are available for Lunch at the Library performances
  - Branches without Measure K or City of Bakersfield funds receive extra funds to balance out not having the additional funds from Measure K or City of Bakersfield

### **Treasurer's Report**

#### **Membership Report**

- One new member and four renewals since the last meeting.
- 50 members received the first version of the newsletter without the necessary revision. They have been sent the revised version.
- Brochures: Final copy is ready; printing quote needed, aiming for around 250 copies.
  - Concerns about the quantity and usage of brochures.
  - Old brochures are outdated due to price changes.

#### **Treasurer's Report**

- January Income:
  - Library Bookshelf: \$40.50
  - Annex: \$13
  - Pizza Factory: \$77.42
  - Dues: \$225
  - Donations: \$50
  - Interest: \$0.65
  - Recycling: \$78.67 from Pearson's
- January Expenses: \$0
- Recycling at Pearson's: People can donate recycling money to FRBL.
  - This information should be added to the newsletter and Facebook.
- Facility Fund: \$1,000 donation this year, \$3,850 total from all years.
  - There was also \$4,500 donated for the building fund from Dan and Mary Kus.
- Beginning balance: \$162,332.98.
- January income: \$1,485.
- Current balance: \$163,818.22.
- Outstanding liabilities: \$73.

#### **Budget Discussion**

- Bookstore: Optimistic estimate of \$500.

- Annex Sales: Budgeted \$2,000 due to limited book rotation.
- Non-book sales (movies): \$700.
- Dues: \$3,000.
- Donations: \$2000 (2024 amount of \$9500 includes \$6,500 from Rotary).
- Grants (WACOM): \$600.
- Pizza Factory: \$150.
- LOLB sales \$4
- Recycling: \$30 (potential for \$80).
- Interest: \$4,500.
- Total income: \$14,034.

### **Expenses**

- Branch Trust: \$0 Charissa to provide an update on the balance.
- Stipend: \$4,000.
- Summer Reading: \$3,000.
- Equipment and Furniture: \$11,702.

### **Equipment and Furniture Breakdown**

- Furniture: \$8307 Replacing furniture in the adult reading area and adding a piece back into the children's room.
- Microsoft Office Licenses: \$520 for public computers.
  - One-time purchase until the software reaches end of life.
  - Licenses are for public computers only, not staff.
- Maker Space: \$513 Flashforge 5M Pro 3D printer, Dremel \$300.
  - Other branches have had success with this model.
  - Will use existing 3D printer filament.
- Dremel: Purchasing extra colors of proprietary filament.
- Demco: \$1482 Bookends and shelf dividers for the holiday collection.
- Children's Fund: \$608 Storage bins for existing items used in "stay and play" and the creation station.
  - The creation station switches themes every couple of months (e.g., restaurant, theater, vet clinic).

### **Budget Discussion**

- Bins will be used to store items for rotation.
- Stay & Play is a free play time for kids and parents to socialize and learn.
  - Funds will be used to purchase more items for this program.
  - The program is currently held three times a week, with the Tuesday session being the most popular.
- Demco is a company that provides library supplies and furnishings
- The insurance for the annex space costs about \$1400 and is renewed in May.
  - They will revisit whether or not to renew it in May, depending on access to the building.
- Newsletter: \$500
- Advertising for book sales: \$200

- Book processing should be moved up to advertising.
- Non-book sales: \$100
- Chamber of Commerce membership: \$125
- Postage: \$300
- Truck rental: \$300
- Periodicals: \$3000
- Fees and penalties: \$700
- Total expenses: \$26,177
- The budget, as presented, was approved.

### **Book Donation and Annex**

- Bob Campbell said the China Lake Weapons Museum has several boxes of books for the group, but we can't accept anything until the space situation is resolved.
- The books are likely military history-related.
- There is another donation of military history books already in the annex.

### **Temporary Book Storage**

- Need a temporary location to store boxes of books.
- Consider contacting Kern Library to see if they're interested in taking the books as a special collection.
- Ask Bob if China Lake is planning to have a sale.
- FRBL could have a small sale of their books at their facility.

### **Other Options**

- Jim Suver did not offer any hospital-owned space to FRBL.
- The Maturango Museum has a new building that's mostly empty, but it would only be temporary storage, if available. Jerry will check with them, if needed.

### **Storage Solutions**

- Finding a storage solution would allow for collecting more books.
- Space needs to be reliable, not just for a month or two.
- Kim Metcalf is interested in helping find space.
- The old gym on Balsam is being refurbished.
- Working with the county to find a space is being explored.
- The China Lake Museum received a \$900,000 grant through Shannon Grove. We should contact her about a facility grant.
- The old library is another possible solution, but it's small.

### **Newsletter and School Board**

- The newsletter is at the printer, informing members of the situation.

- The school board has historically been a supporter.
- Jeff Morris seemed sincere in his support of their mission.

### **Alternative Fundraising**

- Consider money-making activities that are electronic and take less space.
- The group doesn't have to be in the book business.
- Shift the paradigm for a year while looking for space.

### **Grant Writing**

- Consider becoming an organization to write grant applications.
- Diane Fouche, a retired Base contracts person, wrote a grant for the museum.

### **Old Business**

- Book storage status and options have been discussed.
- Book disposition status was mentioned.
- The budget was discussed and approved.
- They still need a secretary.

### **New Business**

- Need to look at other ways of raising money due to uncertainty about future book sales.
- Continue with the movie theater ticket fundraiser.
- Kim is volunteering to organize a gala or fundraiser.
  - The fundraiser could be book-themed.
- The Rotary function brought in \$6,500, and they could duplicate something similar.
- Vicki suggested exploring grant options.
- Consider approaching shop owners about having a kiosk in their shops to sell books.
  - It would be similar to what they do at the library.
  - The shopkeepers could do it out of the kindness of their heart, and they could put a can there for donations.
  - "It could be a bonus to the shopkeepers...here is an interesting opportunity for you to have something that may draw people."
  - If we had a bunch of kiosks, we could also offer to advertise them to the benefit of the shop owner.

### **Action Items**

- John, Kim, and the President need to find a time to meet.
- Branch Trust: Charissa to provide an update on the balance.
- As many board members as possible should attend the May city council meeting.
- Jil to collect all remaining book facility keys and deliver them to president ASAP.