



Friends of the Ridgecrest Branch Library
Board Meeting Minutes, September 15, 2020

Board members present: Brent Clark Palmer, Patricia Walters, Nani Banks, Carol Pearson, and Barbara Lupei. **Library Administrator:** Charissa Wagner. **Guests:** Patricia Boyd (annex team), Sarah Wersan, and Sandy Bradley (past president).

The meeting was called to order at 7:00 p.m. It was held remotely using Zoom. The agenda was approved. The minutes of the February 19, 2020 meeting were approved.

Librarian's Report: Charissa reported

- Summer Reading Challenge -
 - SRC being online meant less participation. Some programming continued virtually but on smaller scale/amount than usual for the summer.
 - SRC sign-ups to read 10 hours totaled 109 with 18 finishers. Perhaps they forgot to log their time as they went along? Sign-ups to read 10 books totaled 170 with 87 finishers. A total of 105 finished the program.
 - Lunch at the Library served 2,671 lunches for an average of 111 per day. That is a big increase over last year's average of 58 per day. Craft projects and books were given away along with lunches when available as part of the SRC.
- Curb-side book pick up services started in mid June.
- Online programming will continue through the Fall months.
- Makerspace update - Supplies and equipment are now being ordered and are starting to come in.
- Anchoring of the shelving to the concrete should be finished on Friday.
- She shared photos of the remodel status. The shelving in the adult section is longer than it used to be. The adult fiction and non-fiction are both in that area now. The teen section is filled with books, manga, and new furniture. There are also games and options for interactive communication. Three sets of moveable shelving, funded by the FRBL, are in and one set is on order funded by the Peck Family Foundation. These units are on casters that can be locked. They will not tip over or scoot around in an earthquake. They will be used for holds ready to be picked up and special collections like holiday books.
- The quarantine period for books has changed to 7 days rather than 3 days due to a study that showed stacked books hold the virus longer. Returned books may appear to be overdue until they are checked-in but the date returned will be correct. Materials arriving in shipments will also be held for 7 days before they are processed.
- Future plans -
 - Based on the county's COVID-19 tier level, the Ridgecrest Branch is scheduled to open by appointment only on October 12th. Appointments will be limited to 25% capacity and purposeful use of the library. Twelve of 24 branches will open this way. There will be no programming, use of the community room, or volunteers.
 - The branch will be a ballot drop off location three Saturdays in October and will also serve as a satellite voting site.
 - The veterans' resource area will have materials and information but not manned as volunteers are not allowed yet.
 - The bathrooms will have to be cleaned after every use. This will be difficult with a small staff.
 - More guidance is coming from HQ.

- New books are coming in.
- Computers will be available by appointment also.

President's Report: Brent reported

- As we reorganize, he would like us to consider changing the V.P. of Book Sales to V.P. of Fundraising. In the future, big book sales may not be the main method of fundraising. Once the FRBL has its own non-profit status, grant writing will be a major source of funding. Suzette sends him grant information on a regular basis. Last year, without big book sales, we brought in \$30K beyond our budget. There is presently \$140K in the bank towards our goal of expanding the library building.
- He suggested the Fair Grounds as an option for storing our books. This would be a convenient location if the board would like him to start a monthly community yard sale and sell books on Friday nights when the food trucks are parked there. Another option he offered was the old Sears building, located opposite the annex in the same mall. After discussion, the board decided that the old Sears building was the best option.
- A **motion** was made to move all the excess books and miscellaneous items into the old Sears building so that they would all be under one roof. The motion was seconded and passed.
- A **motion** was made to approve an amount up to \$2K to cover the cost of professional movers and a truck rather than FRBL volunteers because of the current COVID-19 pandemic. The motion was seconded and passed. (Carol was able to log in but did not have a good connection. Brent contacted her and logged her votes after the meeting.) Pat Boyd stated that there may be more volunteers available to do the work. Brent said 8 to 10 people would be needed.
- A suggestion was made to add an option for a lifetime membership. This item was tabled until we could talk to Carol since she was having connection problems with the meeting.
- Charissa added that Shalyn said current volunteers could box up books that are in the library to prepare them for the move.

Vice President of Book Sales - Position vacant at present

- **Treasurer's Report:** Nani reported
- The audit scheduled for March 14th was postponed due to the pandemic. It will likely be rescheduled to coincide with the 2020 audit.
- She provided copies of the financial report for August. She highlighted income and expenses for that month, which were \$2,470.00 and \$166.89 respectively. She added that the stipend of \$4K and the SRC funding of \$3K were transferred to Charissa this month.

Vice President, Membership Report: Brent read the report for Carol

- In our newsletter I noted 24 membership renewals for the May to July period. Since then I have logged in 26 more renewals based on postcard notifications and folks who note their expiration date on their recently received newsletters.
- I have not logged in any new members this whole year and don't anticipate any until we begin to have sales again.

Old Business: none

New Business:

- Gifts that Give Hope - Betty Miller of the Rotary Club was invited to the meeting but was not able to attend. We were able to discuss the event, which will be online this year, and agreed that we would participate again. Both Brent and Sandy have been in touch with Betty and can keep us informed.
- Book sales/Gift bags - Brent stated that he has concerns with asking our volunteers to work on a book sale during the pandemic. He asked Pat Boyd if she wants to put people together for a sale. She mentioned that she has about 50 boxes of books stored at the American Le-

gion. Many of these are the higher value books. She will move them to the new location when it is ready. She is also expecting about 35 boxes of books from an estate that designated the books should go to the FRBL. Brent suggested that all of these boxes could be moved on the moving day discussed above when we would have a truck and movers.

Adjournment: The meeting was adjourned at 8:22 p.m. Due to the COVID-19 virus, the next Board meeting will be **Wednesday, October 21st** at 7:00 p.m. via Zoom.

Respectfully submitted,

Barbara Lupei, Secretary