



MINUTES OF EXECUTIVE COMMITTEE MEETING
FEBRUARY 16, 2007
www.morrobayfriendsoflibrary.org

President Karen Robert called the meeting to order at 1:30 p.m.; everyone introduced himself or herself.

Present: Lani Colhouer, Robert Davis, Ric Deschler, Betty Forsythe, Joan Petersen, Barbara Riddell, Karen Robert, Leabah Winter, Gail Davis, Jude Long, Dottie Mendez, Pat Williams

President Robert asked for a motion to suspend the agenda and move **New Business Item 4 Black Gold Workshop, April 20, 2007** to the beginning of the meeting so that Pat Williams could make her presentation. (Moved R. Davis, second Petersen) Motion carried.

Pat Williams explained that the Black/Gold System extends from San Miguel to Ventura. Each geographic area has a representative on its advisory board, and Pat serves as the volunteer for SLO County. She has been at the lead in organizing the workshop for library staff, Friends the Library members, etc. Three areas of interest will be explored: recruiting and retaining members, effective volunteer and staff relations, creative fundraising. The workshop will be from 10 a.m. until 2 p.m. at the SLO County Library. Registration forms will be available on the website in March.

We returned to the regular order of business.

President's Report: 1. The Central Coast Book Festival will be held September 8 from 10am-4pm. Sign-up sheets were passed around for committee work. Barbara Riddell said that in the past the effort was too labor intensive. President Robert commented that perhaps we could think of some new ideas. 2. Supervisor Bruce Gibson called a meeting with FOL Presidents in his district. He would like to see a long range plan for libraries for the next 10-30 years. It would be not only support for our own library, but a countywide vision. We should look for some additional, alternative funding. The report was accepted for the record. (Moved Deschler, second Petersen) The complete report can be found on the website

Minutes: The minutes of the January 19, 2007 Executive Committee/Board of Directors Goal Planning Retreat were approved. (Moved Deschler, second R. Davis) The January 26, 2007 Executive Committee Meeting were approved. (Moved Petersen, second Forsythe)

Membership: Betty Forsythe reported that as of 2/8/07 we had 314 members: 17 businesses, 73 families, 124 individuals, 91 lifetime, 8 juniors. See website for details. The report was accepted for the record. (Motion Deschler, second Riddell)

Treasurer's Report: Ric Deschler presented the Revised Final 2006 Budget Report; our income for the year was \$18,610.48 over budget and our expenses were \$1,496.95 over budget. The complete report can be found on the website. The report was accepted for the record. (Moved Colhouer, second Riddell) The Treasurer's Report dated 2/16/07 was presented. The first book sale brought in \$2,717.30, and we sold the Plasma TV for \$750. We are working on selling the donated car. The report was accepted for the record. (Moved Petersen, second R. Davis) See website for complete report.

Ric asked Jude Long to report on 2 project funding requests for items that FOL wanted. She has about \$3,700 of the refurbishment monies left. PFR#07-02 Book cart for FOL book donations with castors and a depressible lift shelf or other option that makes it easy to retrieve books and allows bags of books to be deposited. It should have a lid. A motion was passed authorizing Jude to purchase a cart not to exceed \$1,300. (Moved Deschler, second R. Davis) PFR#07-03 Best-Rite Message Center is a combination fabric board and slat wall for messages/posters and handouts for FOL and the library. A motion was passed authorizing Jude to purchase the Center not to exceed \$900. (Motion Deschler, second Forsythe)

Programs: Volunteer Appreciation Dinner Barbara Riddell reported that seventy-seven people came to the dinner. Gil McCann was named Volunteer of the Year. We are starting a defined process for Volunteer of the Year Activities. **Legacy Project.** A bound "scrapbook" of the beginning of the Morro Bay Library has been completed. A copy will be given to the Library and there will be a copy for FOL members at the Library office near our envelopes. A MOU letter to the publisher has or is being developed regarding the book about the library. **Presentation by Jude Long** On February 27th Jude will make a presentation on the remodeling and changes in operation of the library. A motion was passed to accept the report for the record. (Moved R. Davis, second Petersen.)

Correspondence: Joan Petersen reported that there was no correspondence.

Branch Manager Report: Jude Long reported that a memorial service for Gil McCann will take place in the Library Program Room on Sunday, February 18, 1-4 p.m.; it will be led by Roger Ewing. Everyone has given positive comments to library staff regarding the Volunteer Appreciation Dinner. The Express Books Program is operating well. The FOL website will be listed on the library door windows, as well as on library handouts. The Santa Barbara library is impressed with the changes made in Morro Bay. A motion was passed to accept the report for the record. (Motion Riddell, second R. Davis)

Committee Reports:

Library Advisory/Vision Committee: Betty Forsythe reported that the next meeting of the Library Advisory Committee will take place on February 27th. Brian Reynolds will be presenting the SLO County Library vision for the Morro Bay library.

By-laws Committee Report: Red Davis reported that the By-laws Committee is composed of himself, Gail Davis, and Karen Robert. The first four issues to be addressed by the Committee are:

1. Develop a consistent Mission Statement
2. Look at the dues system
3. Consider the structure of the Board of Directors
4. Develop an absence policy for Board Members

Next to be considered will be job descriptions for the Officers, and then there will be a general review of the by-laws and the volunteer handbook.

Old Business:

1.Presentation of Reports based on Priorities Established from Ideas/Issues Discussed at the January 19, 2007 Retreat and January 26, 2007 Executive Committee Meeting--

Lani Colhouer reported that she has someone interested in teaching people how to use the internet; she will get together with Jude. She also stated that the Chamber of Commerce Mixers for 2007 are all planned. We should host the April, 2008 Mixer as it will be National Library Month. The mixers fall on the 3rd Thursday of the month from 5:30-7:30. The Executive Committee authorized Lani to go ahead and reserve April 2008 for the Friends to host the Chamber mixer. Betty Forsythe and Dottie Mendez are looking at going to the Del Mar school PTA to garner support for the library and FOL. Susan McElhinney is willing to put together Library Advocacy 101 and will begin by meeting with Jude to assess and identify needs and advocacy before March 16, 1007.

This item will be on the Board meeting agenda in March.

Lani brought up the Celebrate Morro Bay Day parade coming up on April 28th as a kick off to the kite festival. Does FOL want to be an entry? Dottie will talk to Lani about some ideas. Also do we want to take part in the Harbor Festival this year?

New Business:

1.Newsletter Ideas Brainstorm: Members were complimentary regarding the new look of the newsletter. There was concern expressed that there were too many ads in the last copy. We hadn't made a policy of what to tell businesses about when their free ad would appear after they became a member. What additional information or articles do we want in the newsletter? Ric wanted to know if we thought a financial report should be included. The consensus was no. Jude wants to have 50 copies of the newsletter available in the library to give out. We can have articles about the need for volunteers. We should have one on the Express Books Program. Could the columns running on the sides of the pages be smaller? Could the ads run across the bottom and do they all have to be in the next newsletter? It would be good to have book reviews in the newsletter. Let Lani know if you want to contribute or if you have further suggestions. The newsletter can be found on the website. The next deadline for the newsletter is March 27th.

2. Recommended By-laws Changes: Red Davis reported that the By-laws Committee was forwarding 4 changes to the by-laws to be accepted and forwarded to the Board for adoption at the March meeting. 1. The **Mission and Purpose Statement** should be changed to be more in line with the Articles of Incorporation. **The Mission of the organization (aka "the Corporation") is to stimulate public support of the Morro Bay Branch of the San Luis Obispo County Library by fostering and establishing closer relations between the library and the citizens and organizations of Morro Bay, by**

focusing public attention on library services, facilities and needs and by soliciting gifts, endowments and bequests to provide financial aid for adequate facilities and needs. It was moved and passed (Moved Colhouer; second Riddell) to accept the the new mission statement for forwarding to the Board of Directors. 2. **Section 2.03 Dues Other than Life membership, dues are good for membership for 12 months from the date paid.** This change was accepted for forwarding on to the Board. (Moved Forsythe, second Colhouer) 3. **ARTICLE 3. ADMINISTRATION 3.01 Authority** The administration of the Corporation is vested in a Board of Directors consisting of **fifteen** persons. **3.03 Election of Direction of Directors** The members present may elect **five** directors each year during the annual membership meeting. Betty suggested that some board members may be doing things, but may not be able to the attend meetings. Karen stated that this would be transitional. Barbara stated that board was purposely made so large so that the largest representation and participation from across groups in Morro Bay would be reflected there. Ric stated that though he was initially opposed to the idea, he knows that it is always a challenge to get people to serve, and it would also be good to have a more efficient pool of active participants. Karen stated that when she contacted Board members individually, people did not have the time needed to adequately serve as board members. Red stated that the primary responsibility of board members is to govern and their primary duty is to attend meetings. Karen agreed. By consensus it was decided not to forward this item for the Board's March meeting, but to hold it for July.

5. Recommendation to change April 20, 2007 Executive Committee Meeting to April 27, 2007: This is being recommended so that Executive Officers can attend the Black Gold Workshop on the 20th. A motion was passed to change the meeting date. (Moved Riddell, second Colhouer)

6. Chocolate Suite Fundraiser: It was decided that MBFOL would not participate in this fundraiser.

3. Farmers' Market Dates: Bring this back at the next meeting. Some discussion to the effect that Dottie Mendez should begin when the weather got better, and she had the volunteers lined up.

7. Agenda Builder for Next Meeting: Karen asked Executive Committee members for agenda items for the next or future meetings. The following items were listed: Legacy project, Farmers Market Book Sales, By-laws changes regarding Board of Directors, Central Coast Book Festival, 3 CD's maturing in April needs to be on the March agenda. Items for the March 16th meeting are due at noon on March 9th.

Announcements: none

Adjournment: The meeting adjourned at 3:30 p.m.

Respectfully submitted,

Leabah Winter
Recording Secretary