



**MINUTES OF THE MORRO BAY FRIENDS OF THE LIBRARY  
BOARD OF DIRECTORS MEETING  
FRIDAY SEPTEMBER 19, 2008**

**Call to Order:** President Robert called the meeting to order at 11:33 a.m.

**Introductions:** President Robert welcomed Friends of the Library Board members and guests. Board members introduced themselves to guests assembled to honor Leabah Winter who is relocating to northern California.

**Present:** Laurie Allen, Nancy Burke, Robert Davis, Ric Deschler, Betty Forsythe, Jude Long, Joan Petersen and Karen Robert. Excused absences: Joan Decker and Susan McElhinney. Guests (present for Leabah Winter's farewell party): Lynn Evey, Roger Evey, Jean White and Leabah Winter.

**Special Presentation Honoring Leabah Winter:** The Board recessed from 11:50 to 12:04 to honor former Board of Directors member Leabah Winter and express appreciation for her many years of service to the Friends of the Library. Branch Librarian Jude Long revealed that three books were added to the Library inventory in Leabah Winter's name and Board members expressed their appreciation and gratitude for her contributions to the community. Cake and beverages were enjoyed by all.

Meeting called back to order at 12:05 p.m.

**Old Business:**

**1. Memorial/Gift Brochure/Nameplate:** President Robert requested approval of additional funds to Project Funding Request 08-03. Due to additional printing expenses for labels (\$55.73) and the graphic artist's time (\$201.25) the price of the brochure exceeded the \$600.00 approved at the July meeting. A motion was made and passed allocating an additional \$103.78 to cover these unexpected expenses for Project Proposal 08-03 (moved Davis, second Petersen).

**2. Chamber Mixer:** Branch Manager Long thanked Susan McElhinney, Library staff and the Board for the success of the August 21, 2008 Morro Bay Chamber/Friends of the Library Mixer. It was noted that timing of the event was advantageous and response by community leaders and citizens was excellent. Attendees enjoyed themselves and expressed appreciation for the event.

**New Business:**

**1. Future Book Sales:** Member at large (Ways and Means) Allen discussed challenges to continuing FOL book sales in 2009. It may be necessary to find a new venue and problems related to expenses, publicity and staffing must be resolved. Ms Allen will research possible solutions for presentation at the March 2009 Board meeting.

**2. Project Proposal – Increase to Librarian’s Fund:** Branch Librarian Long requested approval of Project Funding Request 08-06 to increase the Librarian’s Fund for 2008 by \$500.00. A motion was made and passed to provide an additional \$500.00 to the Librarian’s Fund for 2008 with the stipulation that any unused funds will be returned to the FOL (moved Deschler, second Allen).

**3. Membership – Board Position 2009:** President Robert requested that, the Board consider ways to fulfill the duties of the Member at Large (Membership) if no 2009 candidates are found by the October 21, 2008 deadline. It was decided that: Board members will be provided with a list of current members who might be persuaded to become more active. In the event that a Membership Director for 2009 is not found, 1.) President Robert will assume responsibility for the computer data-keeping program, 2) Newsletter Editor Davis will be responsible for printing names and address labels. 3.) Secretary Burke will take over correspondence duties related to membership.

**4. Exchange of Ideas on Promotions of Library Services:** Treasurer Deschler reported on a recent visit to the Medford Oregon Library and discussed their promotional materials. Board members were encouraged to consider promotional methods used by other community groups and prepare to share them at the March 2009 Board meeting.

## Reports

**President’s Report:** 1. President Robert provided a sample postcard to be sent FOL members inviting them to attend Annual Membership Meeting and Election of 2009 officers on Friday November 21, 2008 from 11:30 a.m. – 1:30 p.m. Information pertaining to the status of Morro Bay Library lease negotiations, retaining the Morro Bay Library in Morro Bay, 2009 programs for adults and children, FOL’s interest in gearing up for a capital campaign and the importance of community involvement will be provided at this meeting. 2. Newsletter Editor Bob Davis will print labels for the postcards and distribute them to the post office. 3. 2009 bookmarks listing Wednesday programs will soon be ready for distribution. 4. The remainder of President Robert’s report dated September 19, 2008 was submitted in writing and is available on the FOL website. The President’s report was accepted for the record (moved Deschler, second Petersen).

**Minutes:** The minutes of the July 18, 2008 meeting were accepted for the record (moved Forsythe, second Allen).

**Vice President’s Report:** None.

**Membership Report:** Member at Large (Membership) Forsythe reported that the Morro Bay Friends of the Library has 343 members. This includes 17 business members, 84 family memberships, 139 individual memberships, 13 junior members and 90 life members. The Membership Report was accepted for the record (moved Allen, second Deschler).

**Treasurer's Report:** 1. Treasurer Deschler presented the Treasurer's Report dated September 19, 2008. Income to date is \$20,035.11, expenses \$6,185.21. 2. Income received to date from February, May and August book sales is \$10,016.02. The Treasurer's Report was accepted for the record and is also available on the website (moved Davis, second Petersen).

**Program Report:** None.

**Ways and Means Report:** 1. Member at Large (Ways and Means) Allen reported that poster project sales are slow but book bag sales continue to do well. 2. She will submit an advertisement for both for inclusion in the next newsletter. The Ways and Means Report was accepted for the record (moved Forsythe, second Petersen).

**Correspondence:** Secretary Burke reported that Correspondence since the July 18, 2008 included a thank you note to Michael Durick (for his audit of FOL's financial records), thank you cards to the Tobin James Winery and Eufloria Florists for donated wine and flowers (FOL/Chamber Mixer) and thank you cards to Joan Decker and Susan McElhinney for coordinating the event. Jack Cohen's \$100.00 gift was acknowledged and get well cards were sent to Irene Toomey and Joan Decker. The Correspondence Report was accepted for the record (moved Allen, second Davis).

**Branch Manager's Report:** 1. Branch Manager Long reported that the display featuring the Morro Bay Fishing Association, developed with the help of local advocate Lori French, received positive comments. 2. The Library will be closed Saturday September 26<sup>th</sup> for staff training. 3. The Library will be closed for days in October for termite tenting. 4. A "Library Cleaning Day" will be designated in order that volunteers may help clean shelves (food will be provided). 5. Applications for Library volunteers should be returned to Library staff. 6. The Morro Bay Chamber of Commerce Margarita Festival will take place on the embarcadero Saturday, September 20, 2008 and a Morro Bay Business Expo is scheduled October 16, 2008. 7. A lock box will be placed outside the building for emergency personnel access. The Branch Manager's Report was accepted for the record (moved Davis, second Allen).

**Library Foundation Report:** None.

### **Committee Reports:**

**Library Advisory Committee:** Member at Large (Membership) Betty Forsythe reported that copies of documents (dated 1983 through 1986) pertaining to the Morro Bay Library lease will be compiled in binders for distribution to the Morro Bay Library, Friends of the Library and the City of Morro Bay. President Robert

advised that she and Treasurer Deschler presented at the September closed session regarding the upcoming library lease, and advocating for the Friends involvement with the City and County in the negotiation process.

**Nominations:** Nominating Committee Chair Petersen reported that the deadline for 2009 Board nominations is Tuesday, October 21, 2008.

**Newsletter:** Newsletter Editor Davis advised that stories and photos for the Fall 2008 edition of "Among Friends" must be sent to [news@morrobayfriendsoflibrary.org](mailto:news@morrobayfriendsoflibrary.org) by 8:00 a.m. Tuesday October 07, 2008.

**Agenda Builder:** President Robert requested that Board members provide her with direction on any items to be included in the November 21, 2008 Membership and Elections meeting.

**Announcements:** 1. 2009 Board/Library Program Dates are due to President Robert by Friday, September 19, 2008. 2. The deadline for nominations to the 2009 Morro Bay FOL Board of Directors is 4:00 p.m. Tuesday, October 21, 2008. 3. The next FOL Book Sale is scheduled Saturday, November 8, 2008 from 10:00 a.m. – 2:00 p.m. FOL members will be admitted at 9:00 a.m. and books by the bag may be purchased for \$3.00 from 1:00 to 2:00 p.m. 4. Most documents related to this meeting may be found on the FOL website [www.morrobayfriendsoflibrary.org/index.shtml](http://www.morrobayfriendsoflibrary.org/index.shtml).

**Adjournment:** The meeting adjourned at 1:39 p.m.

Respectfully submitted,  
Nancy Burke, Secretary