



**MORRO BAY FRIENDS OF THE LIBRARY MINUTES
BOARD OF DIRECTORS MEETING
July 16, 2010**

Call to Order: 11:30 AM

Present: President Karen Robert; Directors Laurie Allen, Joan Decker, Ric Deschler, Jan Goldman, Christine Johnson, Susan McElhinney, and Jennifer Redman. Also present were Media Relations Coordinator Jack McCurdy, Volunteer Coordinator Joan Petersen, and Library Manager, Dani Porter. Excused Absence--Robert Davis.

Introductions: Guests: Assistant Library Director, Margaret Esther; Gerry Fuller; and Susan Gossard.

Old Business--Discussion/Action:

1. **New Lease.** The Board of Supervisors has calendared the new lease for approval at the July 27th meeting, provided that the Morro Bay City Council at its August 10th meeting approves it.

New Business--Discussion/Action:

1. **Recommended Bylaws Changes to go before Membership is November/Standing Rules Recommended Action Now.**
 - a. Bylaws and Standing Rules to be discussed only. Standing Rules, except for Rules 1 and 2, can be changed or approved by the Board of Directors. Bylaw changes must go to a vote of the membership.
 - b. Director Deschler suggested that the word "auditor" be changed to "qualified person," in Article 7 at page 13, and that "audit" be changed to "review." There were no objections to these suggested changes.
 - c. President Robert suggested that the Member-at-Large positions be altered as follows: Vision/Library Advisory be eliminated; Ways and Means be split into 2 positions – Book Sales and Fundraising; and the third, Volunteers which is currently an appointed position, be made into a Board position. There were no objections.
 - d. With respect to the Standing Rules, it was recommended that any changes that are approved at the Membership/Elections Meeting be effective immediately. Director Redman expressed concern that there would be no time for training of new Board members in their new positions. President Robert expressed that training and mentoring happens continuously and is ongoing, a "learn by doing" approach. Director Deschler agreed that new board positions should be effective

following the approval of the bylaws. A motion to put this into effect was made by Director Decker, seconded by Director Allen, and it passed unanimously, with President Robert, Directors McElhinney, Decker, Deschler, Redman, Allen, Johnson, and Goldman voting in favor. McCurdy and Petersen were also in favor.

e. Standing Rule changes were made on motion by Director Deschler, seconded by Director Petersen, and approved by consensus.

f. At this point, President Robert asked Branch Manager Porter if it would be possible to set up a display in the lobby of the Library to allow the membership at large to view the proposed changes. Ms. Porter answered that something could be worked out. President Robert also asked that something go into the newsletter to alert the membership. Director Deschler suggested sending out a reminder postcard to let people know the proposals were ready for viewing. President Robert also said she would make something available for the website.

Building Expansion Fund. Director Deschler's historical review of Friends' minutes with regard to the Program Room and its purpose was discussed, as was the Board's obligation to the public with respect to funds that have been donated for expansion of the Library. It was noted that the public needed to be informed in a positive way about how those funds will be used. Director Deschler offered the following background: No determination of use can be made until it is clear what the intentions of the County are concerning the Library Building. Once it is clear what their needs are, the Board can assess if it can help financially and from what accounts (General Operations and/or Building Fund). A statement of the planned uses of the funds can be made to the general public through a press release and as an article in the newsletter. He also suggested that we not focus on the negative process that occurred during the patio versus expansion fund raising years. We should simply state the positive ways the money raised will be used. The donors know who they are and why they gave.

In the event that someone donated funds thinking they would only be used for enclosing the patio and are not satisfied that the funds are being used to support the library, then, the Friends can return their funds. It will be made clear to the person that they should first talk with their tax preparer as there will be tax obligations with the return of any funds previously donated and claimed as a tax deduction. Those individuals should be guided to IRS publication #525 under the Recoveries section.

Roughly \$40,000 of the Building Fund should initially be held in reserve to accommodate this potential need. Once a reasonable time period has lapsed after public disclosure of the intended use of the Building Funds, then the \$40,000 reserve can be reduced or eliminated if there are no claims or the claims have been satisfied.

Director Deschler also reflected on the historical importance of accuracy in Board minutes, which provides critical direction for future boards of the true intentions of previous boards decisions.

Reports

President's Report: No Report

Minutes: Minutes of the meeting of May 21, 2010, were corrected as to the spelling of Director Petersen's name, and approved as corrected on motion by Director Allen, seconded by Director Johnson. Minutes of the email meeting of June 7, 2010, regarding discussions with Library Director Reynolds concerning the proposed lease agreement between the County and City of Morro Bay were approved on motion by Director Redman, seconded by Director Goldman.

Vice-President's Report: Ranger Darryl will come in September to meet with us regarding repairs to the planters.

The Foundation completed its Access Project, raising about \$9,000.

The Book and Author Festival will cover two days, beginning with an evening with cartoonist Leigh Rubin. There will be a "Character Breakfast" the next morning. The dates for the event are September 18 and 19th. Additional information is available at www.slolibrary.org.

The report was approved as presented on motion from Director Johnson, seconded by Director Goldman.

Membership Report: Director Redman reported that she had had a fruitful brainstorming session with Director Johnson and volunteer Susan Gossard on how to increase family membership in the Friends organization. More information to follow.

Report was approved as presented on motion by Director Allen, seconded by Director Decker.

Treasurer's Report: Judi Stark was thanked for her donation of \$1,000.

The Treasurer's Report was approved as presented on motion of Director Redman, seconded by Director Petersen.

Program Report: Director Goldman reported a good turn out for the Meet-and-Greet for the new Library Manager, Dani Porter. There was a lovely spread of food provided by volunteers. This report was approved on motion by Director Redman, seconded by Director Deschler.

Correspondence: The secretary reported that she needs additional Friends stationery. Director Deschler said to come see him and he would work with her on it. The report was approved on motion by Director Redman, seconded by Director Allen.

Ways and Means: Director Allen reported sales of \$3,380 at the last book sale. She praised the volunteers highly, stating that they have good relationships within the group. Director Redman's work with the public was great, she reported. She also shared that shoppers were excited by the sale. All the book sales have been ahead of budget. The report was approved on motion by Treasurer Deschler, seconded by Director Redman.

Media Relations: Media Relations Coordinator McCurdy reported that press releases were going out announcing programs at the Library. He stated that a release should go out once the new lease is completed, and that information/ go out regarding changes to the program room. If a Board member has something to send out for publicity, please get it to him at least one month in advance,

whenever possible. Media Relations Coordinator McCurdy also reported that he is writing for the SLO Coast Journal.

Ways and Means: A written report was provided and is available on the website. Flyers for the book sale are being done by Irene and Tony Toomey. This needs to be coordinated through Director Allen.

The report was approved as presented on motion by Director Decker, seconded by Volunteer Coordinator Petersen.

Newsletter: Director Johnson gave a report for Director Davis. The newsletter is prepared and Directors Decker and Volunteer Coordinator Petersen have been of great assistance in getting things ready to send out. There is still some membership information outstanding. Volunteer Coordinator Petersen will be going out of town, but the newsletter is already up on the website. Everything will be completed by July 21. This report was approved on motion by Director Allen, seconded by Director McElhinney.

Volunteer Report: See attached report approved on motion by Director Redman, seconded by Director Johnson.

Library Report: According to Ms. Porter, the summer reading program is going well, although slightly below last year's numbers. Both children and adults are involved. There are 315 participants, and Ms. Porter is hoping to bring that number to 380. It was also noted that the children's program was well attended, with 125 children attending last week. The report was approved on motion by Director Deschler, seconded by Director Allen.

Library Advisory/ Vision: No report

Committee Reports: No committee reports

Agenda Builder: One item of business will be the membership dues structure. Agenda items are due to the President by Friday, September 10 at noon.

Announcements: No announcements.

Adjournment: The meeting adjourned at 12:53 PM.

Respectfully submitted,

Susan McElhinney, Secretary