

**FRIENDS OF THE AMADOR COUNTY LIBRARY
MINUTES OF THE MEETING OF
MARCH 19, 2013**

ATTENDANCE: Lacey Bartich, Helen Bierce, Janie Brown, Janet Caccia, Kati Corsaut, Laura Einstadter, Sarah Hart, Ruth Miller, Gail Smyth, Elaine Sommer, Susan Staggs, Sandy Sullivan, and Terri Works.

President Janie Brown called the meeting to order at 9:05 A.M. There were no guests. A quorum was declared and the minutes of the February 19, 2013 meeting were approved. There was no correspondence.

TREASURER'S REPORT:

Bonnie Toy submitted the financial report to members by email for the period from February 18, 2013 – March 17, 2013. Janie Brown reported that Bonnie had looked into a card reader for accepting credit cards at the book sale and other events. Due to the high expense of a card reader, FACL will proceed with plans to allow payment at the book sale through Pay Pal. This service may be available at the April book sale, but for sure will be in place for the November book sale.

LIBRARY DIRECTOR'S REPORT:

Laura Einstadter informed the Board that one of the new computers had been installed as a test model and she is waiting for the installation of the remaining computers.

Laura also provided information and brochures on the new front desk. She is currently working on possible design layouts with the same company that provided the new shelving units. The new information center would be comprised of separate component modules that would include storage, a book drop slot, space for three computers, and other spaces needed for a fully functional service and information center.

The Board also asked Laura questions regarding self check out systems for patrons.

NEW BUSINESS:

ON-LINE RESOURCES PRESENTATION: Laura Einstadter presented a comprehensive presentation of the many E-Resources available through the library including language learning, homework help, downloadable books and audio materials, legal resources, information on recommended reading materials, job search and workplace skills, and environmental studies.

The Board was very grateful to Laura for this presentation and to learn that this presentation is available for showing to outside groups and book clubs.

OUTSIDE AUDITOR: Susan Staggs reported that Ruth Sanders will be the FACL outside auditor and is currently working with Bonnie Toy to complete the 2012 audit.

JOB DESCRIPTIONS – Terri Works sent by email the remainder of the draft job descriptions for Board member comments. Katie Corsaut and Sandy Sullivan volunteered to help format the job descriptions.

COMMITTEE REPORTS:

MEMBERSHIP – Ruth Miller reported that we have a total of 232 paid members for the FACL year beginning January 1, 2013 with 138 members still to renew. It is hoped that there will be many more renewals at the April book sale.

BOOK SALE – Terri Works provided April Book Sale posters for distribution by Board members. The hand bills will need to be reprinted to reflect the revised November book sale dates and Terri will have the book sale committee review the hand bill for other possible needed changes.

Janet Caccia is still soliciting volunteers to work as cashiers at the April book sale.

WEBSITE – No Report

NEWSLETTER - Katie Corsaut received a quote of an additional \$110.00 to print the newsletter in color for the extra copies printed for the library and the small number of FACL members that do not receive the newsletter by email. Due to the high cost of color, the recommendation was to continue to have this printing done in black and white. The next newsletter will be the week after the April book sale.

FARMER'S MARKET – No report

PUBLICITY – Elaine Sommer showed the Board the book sale ad printed in the Ledger. The ad to be placed in the Amador Community News will be approved by the publicity committee plus Janie Brown. Ads will also be placed in the Buy & Sell in the Events Section. Kati Corsaut and Elaine Sommer stressed the importance of having all publicity items reviewed by the Publicity Committee before issuance.

FUNDRAISING – Susan Staggs previously sent Board members a draft of the request for funding letter to be sent to all FACL members. Further work has been done on this letter and Katie and Susan were able to reduce the fundraising appeal to a one page letter. The original planned request letter to FACL members was for funds towards the cost of the new service desk. As the cost of this project has grown from approximately \$5,000 to an estimated \$15,000 expense, if the Board proceeds with sending out the fundraising letter it should also be prepared to allocate the additional funds needed to complete this project.

BOOTS & BOOKS – Susan Staggs was able to book Dave Stamey for February 9, 2014. By holding the event at Calvary Chapel, FACL will be able to sell 350 tickets and eliminate the Silent Auction portion of the program. Volunteers for next year's event include Michele Powell for tickets and Susan Staggs for publicity, but a Chairperson for this activity still needs to be identified.

OLD BUSINESS

PUBLICITY TRAINING – Kati Corsaut will present the publicity training for Board members following the April Board meeting.

BOARD RETREAT – Janie Brown led a discussion regarding the annual Board Retreat. The Retreat will be facilitated again this year by Rosalie Pryor and held at Elaine Sommer's house. Janie asked Board members to send her suggested items to be discussed at the Retreat.

The meeting was adjourned at 11:06 A.M.

NEXT MEETING: Tuesday, April 16th at 9:00 A.M. at GSA Building

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