

**FRIENDS OF THE AMADOR COUNTY LIBRARY
MINUTES OF THE MEETING OF
OCTOBER 16, 2012**

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

President Janie Brown called the meeting to order at 9:00 A.M. There were no guests.

MINUTES:

It was moved by Helen Bierce, seconded by Lacey Bartich, passed unanimously with Sarah Hart abstaining, to approve the minutes of the September 18, 2012 meeting.

TREASURER'S REPORT:

In Bonnie Toy's absence, the Board discussed the financial statement emailed to Board members. It was moved by Ruth Miller, seconded by Lacey Bartich, passed unanimously to approve the Financial Statements through October 10, 2012.

The Board also supported Bonnie's recommendation to revise the annual budget if appropriate to reflect major actions or planned activities approved by the Board.

LIBRARY DIRECTOR'S REPORT:

Laura Einstadter was not in attendance and did not present a Library Director's report.

NEW BUSINESS:

The holiday party will be on December 18th, from 4:00 – 6:00 P.M., at the home of Susan Staggs. Non alcoholic drinks will be provided and Board members are asked to bring a savory or sweet finger food to share and their own alcoholic beverage if desired. Board members are also asked to advise Susan of the food they will be bringing at the time they RSVP in order to assure a balance of dishes.

COMMITTEE REPORTS:

BYLAWS REVISION – Sarah Hart reported that a first draft of the proposed revisions to the bylaws was reviewed by the Bylaws Committee and will be sent to the entire Board for review and input. A draft of Procedures was also prepared in response to the suggestion at the Planning Retreat that the Board have a list of Standing Rules or Procedures that would reflect separate operating guidelines agreed to by the Board. The Procedures can be revised and modified at any time by Board action to reflect current operations.

FARMER'S MARKET – Sarah distributed an income summary of the Farmer Market sales for the summers of 2011 and 2012. Jackson and Plymouth sales were very low with Sutter Creek continuing to do well and Pine Grove doing exceptionally well. Farmer's

Market participation for the summer of 2013 will be brought back to the Board for discussion in the Spring of 2013.

MEMBERSHIP – Ruth Miller reported that we have 22 new members. Ruth asked that Board members provide updated member information following their book sale phone calls. Ruth will also be mailing the annual membership renewal forms with the fall newsletter to members without email, thereby saving the expense of a separate mailing.

BOOK SALE – Lacey Bartich thanked everyone who contributed to the success of the Book Sale, especially the Book Sale committee and those that prepared the books. Lacey stated that the radio ad featuring Helen Bierce was good publicity. It was agreed that the newspaper ad costs for the book sale would continue to be charged to the publicity budget. Helen stated that the expense for replacement book boxes should be charged to supplies.

WEBSITE – Janie Brown complimented the continued updating of the Website

NEWSLETTER – The next copy of the Newsletter will be issued this fall upon Katie Coursaut's return from vacation. Board members were asked to send any book sale or other photos to Katie for inclusion in the newsletter.

PUBLICITY – Elaine Sommer reported that three of our monthly ads were used for the Book Sale and the two remaining ads for November and December will be used to advertise Boots & Books. Elaine will be sending thank you letters to those that helped publicize the Book Sale.

FUNDRAISING – Susan Staggs reported that the Fundraising Committee has recommended two fundraising efforts. The Adopt-a-Book program will be handled at the library with Laura designing the donation brochure. The Fundraising Committee recommends a solicitation letter be sent to FACL members between the two book sales. Susan stated there should be a targeted focus identified for the solicitation request.

BOOTS & BOOKS – Susan Staggs reported the committee will meet in October and January. Terri Works will update the Poster Distribution List and forward it to Susan. Requests for Silent Auction items have been mailed and Board members will be asked to assist in follow up on these requests and assistance in picking up items.

OLD BUSINESS

Janie Brown reported on the Library Appreciation Event on November 11th. An email invitation has been sent to FACL members and 100 written invitations have been mailed. Janie sent around a list for volunteers to help with different parts of the event.

The meeting was adjourned at 10:00 A.M.

NEXT MEETING: Tuesday, November 20th, at 9:00 A.M. at GSA Conference Room

