

**FRIENDS OF THE AMADOR COUNTY LIBRARY  
MINUTES OF THE MEETING OF  
February 16, 2016**

**ATTENDANCE**

PRESENT: Janie Brown, JoAnn Chevrette, Jan Hewitt, Michele Powell, Elizabeth Rhein, Rick Sprenkel, Bonnie Toy; Laura Einstadter (ex officio)  
ABSENT: Jim Powell

Sprenkel called the meeting to order at 9:05 am, called the roll, and declared a quorum.  
M/S/P: Brown/Hewitt/unanimous to accept the January 2016 minutes.

**CORRESPONDENCE**

None.

**TREASURER'S REPORT**

1/1-2/15/16

M/S/P: Toy/Chevrette/unanimous to accept.

**LIBRARY DIRECTOR'S REPORT**

- Shelving was installed 2/5. Waiting for shelving invoices.
- \$6,000 of \$10,000 grant for collection development from the State has been spent.
- 25 Library Technician candidates, 35 Library Assistant (Plymouth) applicants.
- Minor renovations and carpet replacement was approved but not funded by county.  
Discussion: Moving the desk is a large electrical issue and disruptive of library operations.

Action: Request allocation of \$200 for gifts for retiring employees  
Approved, no vote recorded.

**NEW BUSINESS**

**AUDIT**

Required annually by bylaws. Ruth Sanders will do the audit.

Discussion: audit calendar vs. fiscal year

**ROTARY GRANT**

\$4500 approved for shelving. Check pending. Need invoice for Rotary.

Discussion: Need a plaque for our Major Donors board. Need a plaque for shelving that thanks FACL and Rotary.

**DANA GIOIA, CALIFORNIA POET LAUREATE**

Discussion, no action.

#### RETIREMENT EVENT AT LIBRARY

M/S/P Toy/Hewitt/unanimous to provide to each retiree a check for \$100, a greeting card, and their dinner at the March 18 event.

Action: Einstadter will pay for dinner and FACL will reimburse. Brown will purchase cards.

#### WEBMASTER

Discussion: Update website, major donors, adding website updates as a task for projects, review website architecture.

Action: Website will be included in Communications report. Hewitt will be liaison to webmaster. Hewitt, Toy, and webmaster will meet to begin discussed processes.

#### **OLD BUSINESS**

##### DIGITIZING AMADOR LEDGER DISPATCH MICROFILM

Digitization contract has been signed with vendor. Access to website will be available by Fall. Microfilm will still be available during process.

No rights-release letter or remainder of pledged amount has been received from the Ledger Dispatch.

#### BOARD CANDIDATES

Claire Wait is a candidate.

Action: M Powell will request her bio.

#### LITTLE FREE LIBRARIES / READ ACROSS AMADOR – Rhein

Discussion.

Action: Brown will ask Helen Bierce how she wants to handle book distribution.

#### ADVOCACY PROGRAM/FRIENDS APPRECIATION EVENT

Discussion.

Action: Rhein to send RSVP spreadsheet to J Powell.

#### RECORDS RETENTION – Toy

Discussion: old minutes are being scanned and gaps are being identified.

Action: Articles of Incorporation and 501(c) (3) papers will be digitized.

#### **COMMITTEE REPORTS**

##### ANNUAL CONCERT – M Powell

Discussion: Concert is March 13. Capacity is 350. No board requirement to sell tickets. Supplies are in hand. Posters are up.

##### BOOK SALE/BOOK ROOM – Brown

Discussion: Book Sale is 4/21-25. Discussion of tables, CYA helpers. Contract with American Legion for Fall sale has been signed.

**COMMUNICATIONS – J Powell**

Need updates for web and newsletter from committees.

**MEMBERSHIP – Toy**

Report presented.

1 more email and 1 more paper letter with membership form will be sent.

**NEXT MEETING**

The next regular meeting will be on Tuesday, March 15, 2016, 9 a.m., at the GSA Building.

**ADJOURNMENT**

Sprenkel adjourned the meeting at 10:50 a.m.

Respectfully submitted,  
Elizabeth Rhein  
Secretary