

Friends of the Santa Cruz Public Libraries
Board of Directors Meeting
Tuesday, February 21, 2023
5:00 p.m. Virtual Meeting
Conducted via Zoom Meeting

Board Members: Janis O'Driscoll, Keith Gudger, Lynn Marcus-Wyner (joined 5:15), Martín Gómez, Michele Mosher, Robin Holland, Debby Peronto, Marc Winqvist, Monica Parikh.

Staff: Bruce Cotter.

Guests: Elbina Rafizadeh

1. **Call to Order** – President O'Driscoll called the meeting to order at 5:07PM.
2. **Roll Call & Establish a Quorum** - Roll was completed and a quorum established for the Board of Director's Meeting as of 5:07PM.

The high winds and power outages throughout the county during the meeting time caused a number of the Board Members and Executive Director to lose power at various times, but there was always a quorum present.

3. **Report of Secretary** – This section reported by Monica Parikh for Lynn Marcus-Wyner
 - a. **Motion** - Adopt the Agenda –
Motion to adopt the agenda passed unanimously.
 - b. **Motion** – Approval of the Minutes from the January 17, 2023 Board Meeting.
Motion passed unanimously
4. **Library Director's Report** – Yolande Wilburn
Yolande did not attend the meeting. There was no written report.

5. **President's Report** – Janis O'Driscoll
 - a. **Retreat Next Steps**
Janis went over the spread sheet for " Next Steps" and elaborated on the results of the Wednesday, February 15th Retreat follow up Zoom meeting.
It was emphasized that each of the three groups (Advocacy, Finance and Development) will go over their list of sub-goals and priorities and keep working on the spread sheet in an iterative process to come up with a detailed plan for 2023 and 2024.

Martin suggested we needed to set a deadline to accomplish Next Steps but this was put on hold. Janis agreed to send out an email to the Board requesting Advocacy, Development and Finance complete their Goals spreadsheets by March 21st.

There was a short discussion on how DEI fits in the Friends goals and whether or not it would be advantageous to have a DEI designee in each standing committee that would then be part of the DEI Ad Hoc Committee. While DEI is a goal of the Friends rather than having a standalone ad hoc committee – a designated representative from the exiting committees was highlighted as creating a more integral part of decision making as an organization.

To review Bruce read our DEI mission statement which is posted on our website.

"DEI is a foundational element for our community and the Friends of the SCPL. The Board is committed to making DEI a core strength of the FSCPL. We intend to foster in all our endeavors, internally and with our partners, an environment that reflects our community, and to promote inclusion in building our teams and serving our partners. We will strive to build a culture of equity in which every person can contribute their different ideas, express their opinions, and have a voice. We aim to support diversity in all forms including but not limited to age, sexual orientation, gender, gender identity, race, religion, economic circumstances and different abilities.'

Motion – Each Committee to appoint a DEI designated representative and such representative would meet periodically with other DEI committee representatives. The designated committee representatives are to be appointed by the next Board meeting.

M/S Gomez/Holland - Motion passed with a majority (1 abstention).

Janis emphasized that the committees will use the spread sheet for "Next Steps" to help stack goals for 2023 and 2024. Then this will be shared with all the Chapters.

b. Downtown Library -

In a crucial next step, the SC Planning Commission is meeting on Thursday February 23rd to be asked to support the complete Downtown Library and Affordable Housing Project permits. These projects and permits (housing, library, parking, etc.) are all tied together as one unit. If approved the permits are scheduled to come before the SC City Council on March 14th for a vote. The approvals are crucial and the Library and Friends cannot move forward with funding applications without the approvals. Board members were requested to attend the meeting if possible and write letters or send a quick email of support.

6. Nominating Board Recruitment Committee Report – Janis O'Driscoll

a. **Motion** - To approve adding Kari Gunn to the BOD as the representative of the Boulder Creek Friends of the Library.

M/S Martin Gomez/Winquist - Motion passed unanimously.

b. **Motion** - To approve adding Elbina Rafizadeh to the BOD as a new member.
M/S Martin/Winquist - Motion passed unanimously.

The question was raised as to the length of term each newly elected Board Member would serve. Janis indicated as per our By-laws the term would be until June 30, 2023. At which point the Board votes on nominating new officers appointing all Board Members whose terms expires for the appropriate new term. In this case, for the two new Board Members the term would be 2 years until June 30, 2025.

In accordance with our Policy and Procedures both new Board Members will have Board Buddies.

- a. Monica Parikh for Elbina Rafizadeh
- b. Michele Mosher for Kari Gunn

It was suggested that new Board Members might want to sit in on the various Chapter meetings.

8. Executive Director's Report - Bruce Cotter
See written report in Board packet.

9. Chapter Reports

Written Reports by Aptos, Capitola, Felton, and Scotts Valley were provided in the Board packet.

10. Committee Reports

a. *Finance/Treasurer's Report* – Keith Gudger

Planning to schedule a meeting with the CPA to address how we account for long term large donations and how they are spent across the years.

Keith provided some background on the below stated Motion. In summary, there is a desire to obtain higher interest rates on the money in our checking account. If we opened a brokerage account and invested in the T Bills we could obtain more interest. The idea is to ladder our funds. We would not go out further than 6 months. In addition to increased interest, one goal is to have Aptos branch funds as a separate T Bill so that it will be easier to keep track of.

Group discussion concerned risks of T Bills and how much we would have to pay in brokerage fee.

Motion - Authorize the FSCPL Treasurer to open a brokerage account and to appropriately purchase T Bills with excess FSCPL funds.

M/S Gudger/Gomez – Motion passed with a majority - 2 abstentions.

- b. *Advocacy Committee Report* – Robin Holland
Written report was provided.
- c. *Policy and Procedures* Michele Mosher – No report this month.
The committee is meeting later this week to continue reviewing the By-laws.
- d. *Development Committee* - Written report provided
- e. *DEI Ad Hoc Committee Notes* – No report this month.

10. Agenda Building for Tuesday, March 21, 2023 (5:00 PM)

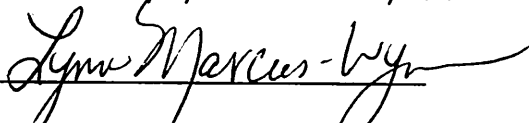
- a. DEI report out
- b. Report from Elbina and Kari on how the orientation process went

11. Closed Session

There was no closed session as there were no items needing to be discussed.

Meeting was adjourned at 6:02 PM

Minutes were taken by Lynn Marcus-Wyner.

Approved: 
Title: Secretary

Date: March 29, 2023