

Friends of the Santa Cruz Public Libraries
Board of Directors Meeting
Tuesday,
June 20, 2023

5:00 p.m. Virtual Meeting
Conducted via Zoom Meeting

Board Members: Janis O'Driscoll, Cindy Jackson, Keith Gudger, Lynn Marcus-Wyner, Michele Mosher, Robin Holland, Marc Winqvist, Sarah Clark, Monica Parikh.
Absent: Nora Brink, Debby Peronto, Elbina Rafizadeh, Kari Gunn.

Staff: Bruce Cotter

Guests: Gale Farthing

1. **Call to Order** – President O'Driscoll called the meeting to order at 5:00 PM.
2. **Roll Call & Establish a Quorum** - Roll was completed and a quorum established for the Board of Director's Meeting as of 5:03 PM.
3. **Report of Secretary** – *Lynn Marcus-Wyner*
 - a. **Motion** - Adopt the Agenda as presented – M/S Winqvist/Holland moved to approve the agenda as presented. An amendment was brought forward to
 - (i) include subsection C under the President's Report (V): Signing of the Board Membership Pledge and
 - (ii) change that the DEI ad Hoc Committee submitted a report.Motion to adopt the agenda as amended passed unanimously.
 - b. **Motion** – Approval of the May 16, 2023 Board meeting Minutes.
M/S Holland/Mosher. Meeting minutes approved (7 Board members/2 abstentions).
4. **Library Director's Report** – *Yolande Wilburn*

Written report provided.
Yolande was not able to attend the meeting.
There was a short discussion on the opening date of the Aptos library. This is still to be determined whether late September or October.
5. **President's Report** – *Janis O'Driscoll*
 - A. Nominations and Election of New Officers
Slate of Officers: President - Janis O'Driscoll
Vice President - Cindy Jackson
Treasurer - Keith Gudger
Secretary – Lynn Marcus-Wyner

Motion – Accept the slate of Officers - M/S Clark/Winqvist Approved unanimously.

B. Confirmation of Committee Membership

Motion - Approve Committee Membership - M/S Marcus-Wyner/Holland

Approved unanimously with one amendment. Sarah Clark's name was deleted as a member of the Development Committee.

C. Signing of Board Member Pledge

The Policy and Procedures Committee modified the Board Member Pledge (which was included in the Board packet materials). In accordance with the By-laws every Board member must sign the pledge each year.

Motion – Board members will sign, date and return the Pledge form to the Friends office (attention to Bruce) before the next Board meeting.

M/S Marcus-Wyner/Jackson. Approved unanimously.

It was agreed that the Pledge should be reviewed once a year and particularly since there is the possibility that conflicts of interest may change.

D. Confirmation of new terms for Board Members with terms expiring June 30, 2023

Motion - Renew the term of Board members with terms expiring on June 30, 2023, for a 2-year term, July 1, 2023 – June 30, 2024.

Terms expire for Janis O'Driscoll, Cindy Jackson, Michele Mosher, Marc Winqvist, Monica Parikh, Nora Brink, Debby Peronto, Kari Gunn.

M/S Winqvist/Marcus-Wyner - Approved unanimously.

Request was made for members to update Volunteers' hours thru June.

6. Executive Director's Report - Bruce Cotter

See written report in Board packet.

Some highlights from the report

a. Our 990 is in final stage of review by the accountants.

b. Response has been received to the RFQ request from CCS the consulting firm, and a follow-up in person meeting will be scheduled.

c. We will be issuing a check by the end of June for \$50K that was pledged to the library for Recover and Thrive.

d. Funds raised for the Aptos library rebuild from RTP will be fully delivered by the end of the year.

7. Chapter Reports

Written Reports by Aptos, Boulder Creek, Capitola, Felton, Garfield Park, La Selva Beach and Scotts Valley were provided in the Board packet.

There were no oral reports.

Michele acknowledged the level of collaboration existing between the Chapters citing specific examples such as book exchanges and the story walk between SV and Felton.

8. Committee Reports

- a) *Finance/Treasurer's Report* – Keith Gudger
Written report provided.
Highlighted that money going to the library is being taken from the lowest interest-bearing accounts first.
Bruce is following up on why the Administrative Dues are so high on our account.
- b) *Advocacy Committee Report* – Robin Holland
Written report provided.
- c) *Policy and Procedures* - Michele Mosher
Written report provided.
Motion – Accept addition of language to the Policy and Procedures Manual "The Board shall approve of committee membership at the annual meeting. Any new members wishing to join during the year must be approved by the Board"
M/S Gudger/Jackson – Approved unanimously.
- d) *Development Committee* – Cindy Jackson
Written report provided.
- e) *DEI Representatives Committee* – Written report provided.

Discussion of the creation of a "Calendar of Events" to keep up with local events that the Board could look at and potentially be provided as link in the Board packet. As a first step, Bruce will initiate and collect information and look at the library calendar. Bruce and Monica to work together to provide access for all Board members.

10. Agenda Building for Tuesday, August 15, 2023 (5:00 PM)

- a. **Motion** – Not to meet as a Board in July
M/S Winquist/Clark Approved unanimously.
- b. Status of the Board Pledge Forms returns.
- c. Follow up on Book drop language conformity.

11. Closed Session

There was no closed session as there were no items needing to be discussed.
Meeting was adjourned at 6:00 PM

Minutes were taken by Lynn Marcus-Wyner.

Approved: Lynn Marcus-Wyner

Date: 8/15/2023

Title: Secretary