

Friends of the Santa Cruz Public Libraries

Board of Directors Meeting

Tuesday,

September 19, 2023

5:00 p.m. Virtual Meeting

Conducted via Zoom Meeting

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

Absent: Cindy Jackson, Elbina Rafizadeh, Kari Gunn

Staff: Bruce Cotter

Ex-Officio: Yolande Wilburn

Guests: Gale Farthing, Aptos Chapter President; Capitola Committee Guests: Toni Campbell, Gayle Ortiz, Irene Freiberg, Linda Jordan, Carol Fuller, Shelley Bodamer, Amie Forest; Downtown Planning Committee Guests: Cynthia Matthews.

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 5:02 PM.
3. **Report of the Secretary** – Lynn Marcus-Wyner
 - a. **Motion** - Adopt the Agenda as presented – M/S Winqvist/Brink moved to approve the Agenda as presented. Motion passed unanimously.
 - b. **Motion** - Approval of the August 15, 2023 Board meeting minutes. M/S Gudger/Holland. Meeting minutes approved unanimously.

4. Capitola Branch Solar Installation

Capitola Chapter has requested that the BOD approve an expenditure of funds raised by the Capitola Chapter for solar panels. Background information was provided in the September Board packet which included an overview memo, Capitola Chapter account balances and general preliminary previous cost estimates for the solar project.

Two "Motions" were presented in the Agenda:

- (1) To approve Gayle Ortiz as the interim Capitola Branch representative for the purpose of this discussion and vote only.
- (2) To approve the expenditure by Capitola of additional funds, up to \$297,400 to come from Captolia chapter funds, to put a solar installation on the Capitola Branch Library, subject to approval by all relevant authorities.

President O'Driscoll clarified that Motions must be put forth by a BOD member and that neither of the 2 above Motions had been.

No BOD member moved to put Motion (1) before the Board. It was generally concluded that representation of the Capitola Chapter's request to have funds approved at the Board meeting was adequate in light of the presence of seven Chapter members from the Branch at the meeting and the materials provided by the Chapter in the board packet.

President O'Driscoll invited all members of the Capitola Chapter who were present at the meeting to talk about the request for solar installation funds and a public comment session was opened up. Chapter members, Toni Campbell, Gayle Ortiz, Carol Fuller and Amie Forest addressed the Board and presented some history on the solar panel installation project and why they individually and as a Chapter support this expenditure. In addition Cynthia Matthews provided comment and support for the project.

The ED briefed the Board that according to SCPL Friends by-laws, expenditure of funds over \$10K must be approved by the BOD.

Motion – To approve the expenditure by Capitola of additional funds, up to \$297,400 to come from Capitola Chapter funds, to put a solar installation on the Capitola Branch Library, subject to approval by all relevant authorities. M/S Clark/Marcus-Wyner

Discussion by the BOD;

It was made clear that everyone in general supports a solar installation.

Questions were raised by Board members and addressed by Chapter members and the Library Director concerning:

- a) the overall cost of the project,
- b) the quote from the project manager given that the most recent bid of approximately 2 years ago is a stale bid,
- c) annual savings on the PG&E costs vs what the system is going to cost,
- d) lack of information on the actual amount of electricity the solar system would need to generate to cover the library demand, the number of panels, and inverters,
- e) the bidding process – The bid process is potentially a complex issue (not clear at this point in time if city, county or library JPA runs the bids). Board was informed the City of Capitola already has 3 bids.
- f) potential depletion of Capitola Chapter funds and how they would be replenished,
- g) pay-back and additional cost of \$40K related to PG&E power lines,
- h) potential other additional unanticipated costs, and
- i) whether it is necessary that the BOD authorizes the specific requested amount of funds (\$297,400) at this point in time; this is not a request to actually transfer the funds.

An alternative motion was proposed by KG.

Amended Motion – The BOD approves the Capitola Chapter of SCPL pursuing solar installation in the Capitola Branch Library, subject to approval by all relevant authorities.

Restated Motion – To approve the expenditure by Capitola of additional funds, up to \$297,400 to come from Capitola Chapter funds, to put a solar installation on the Capitola Branch Library, subject to approval by all relevant authorities. M/S Clark/Marcus-Wyner
Motion passed – 6 yes votes; 1 no vote; and 3 abstentions

5. Library Director's Report – Yolande Wilburn

No written report provided.

Attending a community listening session with Janis at the Branciforte library on 9/20. It is planned to do this at all the library branches in the future.

The library is starting an Art Selection Committee and is looking for two members of the Friends (including Board and Chapter representatives). The Committee will also include the county art commissioner, a city art commissioner and library staff members. A 1 year term will start in January 2024.

6. President's Report - Janis O'Driscoll

No written report provided.

Acknowledged the great success of various initiatives including (a) Munching with Mozart and (b) DEI T-shirts.

7. Executive Director's Report - Bruce Cotter

See written report in Board packet.

Delivered a check for \$394,000 to the Board of Supervisors to be used for the Aptos branch library.

Motion – To approve the transfer of funds in the amounts of \$195.5K for Garfield Park and \$266.9K for Branciforte to the City of Santa Cruz.

M/S Holland/Winquist Passed Unanimously.

Application has been submitted for Santa Cruz Gives

Received the 2024 SCPL budget request (and details are in the Board packet. This will be discussed at the October Board meeting. According to YW, items are still be calculated, and depending on the final numbers there potentially could be credit back from the library. The SCPL are on a FY (end June 30th) and the Friends are on a calendar year.

8. Chapter Reports

Written Reports by Aptos, Boulder Creek, Capitola, Felton, Garfield Park, La Selva Beach and Scotts Valley were provided. There were no oral reports.

9. Committee Reports

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

Written report provided.

Chapters turning in budgets.

Jennifer will close the year Thursday and KG will provide an updated end of the year report for 2022.

b) *Advocacy Committee Report* – Robin Holland

Written report provided.

Outreach to elected officials - In chat box a spread sheet that should be filed out (wants to know who from the Board knows who) and RH read a draft letter to send to elected officials introducing the Friends. It was suggested to broaden the outreach and include school supervisors and others

c) *Policy and Procedures* - Michele Mosher, No written report provided.

d) *Development Committee* – Cindy Jackson, No written report provided.

e) *DEI Representatives Committee* – Monica Parikh, Written report provided.

Working on a training and a reading challenge for the Board.

Currently over \$1K generated from T-shirt initiative.

October 6th Banned Book event at the Library – various Board members signed up and VW said we can set up a table at the event. To be further coordinated by the DEI Committee.

10. Agenda Building for Tuesday, October 17, 2023 (5:00 PM).

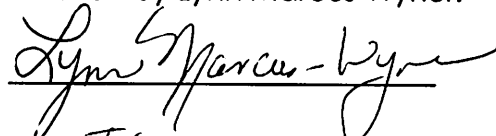
1. Summer Reading Program Report (Heather and Jessica)
2. Recover & Thrive Report (Eric)
3. Budget
4. Update on Administrative Support
5. Year-end letters

11. Closed Session

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

Meeting was adjourned at 7:00 PM

Minutes were taken by Lynn Marcus-Wyner.

Approved: 
Title: Secretary

Date: 10/18/2023