

**Friends of the Santa Cruz Public Libraries
Board of Directors Meeting**

Tuesday,

October 17, 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, Nora Brink, Debby Peronto, Elbina Rafizadeh, Kari Gunn (joined 5:40), Carol Fuller (nominee)

Ex-Officio: Yolande Wilburn, Eric Howard

Library Staff: Heather Norquist, Jessica Goodman

Staff: Bruce Cotter

1. **Call to Order** - President O'Driscoll called the meeting to order at 5:01 PM.
2. **Roll Call & Establish a Quorum** - Roll 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 Holland/Jackson moved to approve the Agenda. Motion passed unanimously.
 - b. **Motion** - Approval of the September 19, 2023 Board meeting minutes. M/S Winqvist/Brink. Meeting minutes approved unanimously.
4. **Confirmation of new Capitola Board Representative**

Motion – To approve Carol Fuller's nomination by the Capitola Friends to serve as chapter representative to the Board of Director effective immediately through July 1, 2024. M/S Mosher/Clark. Motion approved unanimously.
5. **Library Director's Report** – Yolande Wilburn

Notified the Board that she is leaving and taking a position in Evanston, Illinois. Damon Adlao has been promoted to Santa Cruz County Capitol Project Manager.

Library Updates:

 - a) Live Oak Annex punch list walk-thru on November 2nd.
 - b) Aptos, PG&E hooked up power this past weekend. Can now move forward with testing systems and other necessary steps before opening, but no opening date has been set. Supervisor Zach Friend has secured additional county funding for various internal noise reduction structures.

Had a discussion with Travis (CCS) on the fund-raising campaign which will start in the new year.

Did not get 2nd round funding from the State Library Infrastructure Grant (we asked for \$10M). One issue was that Santa Cruz was not able to demonstrate secured funding for the entire project. Now that the city has received \$33.5 M toward the affordable housing piece,

it is hoped we will get the grant next year in the third round without having to resubmit the entire application.

There were approximately 148 grant applications. Thirty-four (34) libraries were awarded funding. These libraries were in counties with a poverty rate higher than Santa Cruz.

A question was raised about held-back funding from Felton Library. YW indicated there were unanticipated septic system issues and funding has been held back for this project. A project manager is needed for the project, and this will not be addressed until after the Aptos library is completed.

Report on 2023 Summer Reading Program – Heather Norquist (youth services) & Jessica Goodman (adult services). See power point presentation now in the October Board folder and link below.

<https://drive.google.com/drive/folders/1Z8nXBZY5w1ZKhUmR68NQQ4Un6MPVW9qC>

Tremendous success – results were provided which included a breakdown of age groups and libraries.

In general, there was a large increase in participants of all ages over 2022: 50% more children, 59% more teens and 99% more adults.

Books were provided in English and Spanish at a variety of reading levels. In addition, books were provided for children in juvenile hall.

Many prizes were awarded for achieving various goals.

Report of Recover & Thrive – Eric Howard

A power point presentation was viewed at the LAC and Chapter Leadership meetings. A copy of the presentation was not available at the meeting but is now included in the October Board folder and a link is provided herein.

<https://drive.google.com/drive/folders/1Z8nXBZY5w1ZKhUmR68NQQ4Un6MPVW9qC>

There were a number of aspects to the R&T programs. 60 students participated on-line, and 6 students completed the in-person program.

Students and families felt very positive about the programs, and many wanted to sign up again.

Students were given the Dibels Literacy Skills test before and after the 6-week program and while students made progress, they still generally performed below grade level.

Implementation of a further stage of this program is evolving working with about 60 students in a targeted way with a librarian in each of Boulder Creek, Live Oak and Branciforte.

2023 funds for the program have been exhausted, but additional funds have been requested by the library for 2024.

6. President's Report - Janis O'Driscoll

Santa Cruz Gives 2023 –

The Friends proposal for "Boundless Minds" was accepted by SC Gives – money raised will be used to support library services to incarcerated individuals at all four county facilities. Currently there is a quiet phase where we can look for challenge donors, wherein if one donates \$500 or more thru 11/9 SC Gives will not take the 10% service fee off the top. Based on the amount raised a non-profit can earn even more money. Reference the email sent by Janis on October 6th to the Board and Chapter Presidents. Last year we received in total about \$25K from this fundraiser.

Karen Scott resigned from the Capitola Bookstore at the end of August. She was in charge of selling books online for the Chapter. There are ~300 books online. The Executive committee is working with the Capitola Chapter on a solution to deal with the sale of the online books and further to make sure that other books (not online) which are in Karen's possession are returned to the Capitola bookstore. This is on-going and the Board will be briefed once resolved.

7. Executive Director's Report - Bruce Cotter

See written report in Board packet.

End of year fund raising – completed the first blast of letters to those that previously gave over \$100. More letters to go out in the next couple of weeks.

Karen Scott (volunteer administrative support) is working on database clean up.

After review with the Treasurer and Finance Committee, the budget will be sent to Board members by the end of October for discussion at the November meeting.

8. Chapter Reports

Aptos: Mostly involved in community out-reach this month (Chamber showcase and Aptos Street fair).

Our Community Reads (OCR) spear headed by Aptos met in September and chose the book for 2024 "The Monk of..." by Dave Eggers.

Boulder Creek: Working on October 28th pumpkin (not) carving event and downtown BC Halloween activities.

Capitola: Celebrated banned books week in the bookstore. Agreed to participate in the Capitola Mall trick or treat activities.

Felton: Community day at Wild Roots on October 19, 2023 - 5% of sales are donated to the Chapter. Improving the Teen room in the library.

Garfield Park: New member, Vivian Rogers will take the lead in fundraising. Working with library on organizing a monthly book cart sale.

La Selva Beach: Scheduled book sale on November 18. Put up story walk that was loaned by Felton Chapter.

Scotts Valley: Organized a trivia contest and bird watching event. Halloween activities planned.

9. Committee Reports

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

Written report provided.

Working on end of year numbers. Still some questions are outstanding.

Discussed Chapter CD policy – plan submitted to the P&P committee.

Discussed payment for the Capitola Campaign – suggestion going to the P&P committee.

Need all Chapter budgets (have budgets for some of the Chapters)

b) *Advocacy Committee Report* – Robin Holland

Written report provided.

Outreach to elected officials – Focused on five current council members for Santa Cruz and hope to be on all their calendars for this month.

c) *Policy and Procedures* - Michele Mosher. Next meeting scheduled for 10/19/2023

d) *Development Committee* - Cindy Jackson. No written report provided. Mostly covered by President and ED reports.

e) *DEI Representatives Committee* – Monica Parikh. Next meeting scheduled for 10/31/2023

Currently almost \$3K generated from T-shirt initiative. Talking to Capitola Bookstore about providing T-shirts for donations given at the bookstore.

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

Discussion of Friends activity around book sales including author book sales - Bruce meeting with Jessica to work out at a higher level.

11. Closed Session

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

Meeting was adjourned at 6:50 PM

Minutes were taken by Lynn Marcus-Wyner.

Approved: Lynn Marcus-Wyner

Date: 11/22/2023

Title: Secretary

APPROVED