

Friends of the Santa Cruz Public Libraries
Board of Directors Meeting
Tuesday,
January 16, 2024

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

Board Members: Janis O'Driscoll, Cindy Jackson, Keith Gudger, Lynn Marcus-Wyner, Marc Winqvist, Sarah Clark, Debby Peronto, Elbina Rafizadeh, Carol Fuller (5:20), Nora Brink, Robin Holland, Michele Mosher

Absent: Kari Gunn

Staff: Monica Parikh

Guests: Gale Farthing, Eric Howard

1. **Call to Order** – President O'Driscoll called the meeting to order at 5:02 PM.
2. **Roll Call & Establish a Quorum** - Roll was completed and a quorum established for the Board of Director's Meeting as of 5:04 PM.
3. **Report of Secretary** – *Lynn Marcus-Wyner*
 - a. **Motion** - Adopt the Agenda as presented.
M/S Holland/Peronto moved to approve the agenda.
Motion passed - unanimous.
 - b. **Motion** - Approve the December 19, 2023, Board meeting minutes.
M/S Brink/Jackson
Motion passed – unanimous with minor wording clarification for Finance pt 8a).
4. **Library Director's Report** – *Eric Howard*
 - a. *Hiring Library personnel.*
Bringing on board 11 Library Assistants (LA)2s. There are still numerous open positions including training coordinator, volunteer coordinator, information specialist, and 3 library vacancies. An offer has been made to a Management Analyst. Recruitment for Library Director position closes February 1st.
 - b. *Library openings* –
Aptos Branch opening: Donor event scheduled for 2/3; community celebration scheduled for 2/4, and regular library hours to begin 2/5.
Live Oak Annex: Opening is on track for late March.
 - c. Board meeting with JPA scheduled for 2/8 at Aptos library – focus of the meeting is to go over information from Matrix consultants to determine the true cost of SCPLs administrative costs from the city of SC and potentially looking at other models.

5. President's Report – Janis O'Driscoll

- a. SC Gives total about \$17K from donations. We will receive the final amount total by the end of February.
- b. Update on Bruce – still working with health care providers.
Bruce resigned effective December 31st from the ED position. Potentially he could work on a contract basis for a limited number of hours, but first he must have a health clearance from his primary care physician which we do not have. Currently no FSCPL emails are going to Bruce. They are forwarded to Janis.
- c. Emphasized we should use President@FSCPL.org, VicePresident@FSCPL.org etc for Officers on all Friends related matters.

All Board members were requested to provide their preferred emails and telephone #'s for Friend's business and send them to Lynn.

6. Executive Director Report – Monica Parikh

To communicate with Monica, we should use Director@FSCPL.org
Currently working on prioritizing time, procedures & getting answers to many questions that arise. Also working on getting access to many accounts/programs and the like. Reminded everyone that she is working part-time mostly TU/TH (9-5) and then attending meetings such as the Downtown library planning meeting and Leadership meeting on Wednesday and Friday.
Now in donor perfect, quick books, answering many emails/calls and the like.
Working to get on the SC County Bank account and using the credit card.
Keeping a procedure doc open with all critical information so that the next person will have this information. There is lots of untangling but making lots of progress.
Asked if anyone on the Board has a priority and this should be sent to Monica.

Nora emphasized that we need to update a Secretary of State Form every year with our Officers. This will need to be done especially in June since Keith is stepping down as Treasurer and Mark stepping up.

7. Unfinished Business from December meeting -

- a. Discussion of Friends activity around book sales including author book sales.
Cindy and Monica are following up and will give the Friends some guidance in the next month or so.

8. Committee Reports –

- a) *Finance/Treasurer's Report – Keith Gudger*
Committee did not meet this month.
A large T-Bill is coming due 2/6 and this is money that was put aside to pay the city for the Measure S Campaign for Garfield Park and Branciforte. Need to know if the city wants this check.

Janis volunteered to follow up with the city manager's office. If they do not want the funds now we need to think about where to put the funds.
Preliminary numbers are in for December and starting to get ready for the end of the year accounting and filing 990 form.

- b) *Advocacy Committee Report – Robin Holland* Written report provided.
Met with Mayor Keeley (1/16) and some city council members.
The committee is working on a list on the number of people to contact and this is updated frequently.
Collecting information from various elected officials and hoping to bring this information to the Board and to eventually provide the city officials with an update on the Friends activities. Debby suggested that this information also be provided to the Chapter Presidents.
Going forward an Advocacy committee member will start to sit in on the Chapter meetings.
- c) *Policy and Procedures - Michele Mosher*
Committee meeting January 18, 2024
- d) *Development Committee – Cindy Jackson*
Downtown planning committee meeting scheduled after the JPA meeting on February 8. CCS will be at the meeting for first face-to-face with the group.
- e) *DEI Representatives Committee –*
Debby volunteered to be on the Committee as a representative from Advocacy. A discussion on the proposed DEI in-person training was further tabled until a later time.

9. Chapter Reports –

- a) *Aptos – Gale Farthing*
The chapter is focused on the Aptos Branch opening.
OCR – Selected book is *The Monk of Mokha* by Dave Eggers. The list of activities has been very well received by the community. The author talk (scheduled for January 30th, has now moved to a larger venue at 418 Project in SC to accommodate more people.
- b) *Capitola - Carol Fuller*
Written report provided.
- c) *Garfield Park – Elbina Rafizadeh*
Elbina proposed that Garfield Park merge with the Downtown library, but this proposal was rejected by the group.
Also, since the branch does not have a community space, they are looking at potential other spaces for events and the like.

- d) La Selva Beach – Cindy Jackson
 Make up book sale set for Saturday February 10th.
 Also had an open house (which was originally scheduled as a Christmas open house) to thank local LSB community supporters.

- e) Felton – Michele Mosher
 Photographer and author Marc Shargel gave a Community-led Learning talk *Above and Beyond California's Ocean* on January 13, which was attended by 63 people. His stunning photos are currently on exhibit in the Felton Branch through March 31.
 FLF is planning an event to celebrate the library and park connection on June 8, 11 am-3 pm. The festival will feature free family-friendly activities and exhibits by community organizations with an environmental focus. There will be live music, including Patti Maxine, and food will be available for purchase.
 You are invited to subscribe to the FLF newsletter at feltonlibraryfriends.org.

- f) Scotts Valley – Marc Winqvist
 Welcomed new president Jeanie O'Grady
 Hosting 2 OCR events – On 2/2 Sacred Brew? Talk by Dr Flagg Miller from UC Davis and 2/10 Writing under the Influence of Coffee.
 New printmaking art exhibit featuring 45 prints for 25 local artists.
 Author talk by Maria Gitin "This Bright Light of Ours" scheduled for January 27.

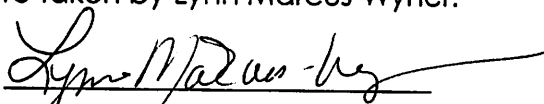
Further discussion concerned book donations and sales. *Cindy and Debby agreed to make Monica a decision tree to be used when she gets calls about where books should be donated.*

10. Agenda Building for Tuesday, February 19, 2024 (5:00 PM)

The general meeting was adjourned at 6:21PM.

11. Closed Session – No

Minutes were taken by Lynn Marcus-Wyner.

Approved: 

Date: 02/20/24

Title: Secretary