

FRIENDS OF THE YOLO BRANCH LIBRARY OF YOLO MINUTES – July 2, 2019

1. CALL TO ORDER/ROLL CALL

Board Members Present: Bonnie Weiss, Esther Vasquez, Kathy Boehm, Lynnel Pollock, Meg Sheldon, Rosie Ledesma, Sue Alves

Board Members Excused: Bill Hatcher, Kathy Hernandez,

Board Members Absent: none

Others Present: Sharon Hallberg, Mark Fink, Dana Christy, Sue Billing, Priscilla Bolinder, Sharon Tani.

2. APPROVAL OF MINUTES:

Minutes of the June 4, 2019, regular meeting were approved; motion by Alves, second by Boehm, carried.

3. CORRESPONDENCE & ANNOUNCEMENTS:

Mark announced the Archives would be opening on July 15. Priscilla was thanked for taking care of the treasurer duties, and Kathy Boehm was welcomed as the new treasurer.

4. TREASURER'S REPORT:

- a. Financial reports for June were reviewed. Moved by Vasquez, second by Weiss, and carried to accept the report.
- b. The draft budget for the 2019-20 fiscal year was proposed and discussed. Moved by Alves, second by Ledesma, and carried.
- c. Financial investments were discussed and the following actions were taken:
 - I. \$27,000 CD which is currently unrestricted was restricted and designated as the Friends Building Pledge to be used toward the Friends goal of contributing \$40,000 to the new library building. Motion by Ledesma, second by Vasquez, and carried.
 - II. Because investments in Raymond James CD's need to be in increments of \$1,000, it was decided to move \$218.35 from general funds to a restricted building fund to increase the amount of restricted funds in the checking account to \$12,000. Motion by Weiss, second by Boehm, and carried. It was announced that the Friends had just received an anonymous donation of \$1,000 for the building fund.
 - III. The \$12,000 restricted amount will be invested in a one year CD with Raymond James and will be designated Building Fund CD #2. Motion by Boehm, second by Ledesma, and carried. Building Fund CD's #1 (\$31,000) and #2 (\$12,000) are designated for the \$110,000 the Friends are committed to raise for the new library.

5. NEW BUSINESS:

- a. Assistance with the 2020 census was discussed. A few members will attend a meeting on July 9 and bring back information for the next Friends Board meeting.

6. OLD BUSINESS:

- a. The proposed donation policies were discussed. There are 3 separate policies:

Donor Bill of Rights—no changes were made to the draft. Motion by Vasquez, second by Alves and carried.

Donor Relations Policy—a few minor suggestions will be incorporated into the document, and with these changes a motion was made by Alves, second by Boehm, and carried to adopt. Board members will be asked to sign the donor confidentiality agreement at the next meeting.

Donor Gift Acceptance Policy—a phrase will be moved to the first paragraph, and with this change the policy was adopted. Motion by Vasquez, second by Weiss, and carried.

- b. Yolo Library Branch Report. Sue Billing reported on the upcoming program on Bees. 164 people are signed up for the summer reading program. She had emailed an year end budget update on monies provided by the Friends for library support.
- c. New Building:
 - i. Mark reported that the County re-opened bidding on the old library building and bids will be accepted until July 12.
 - ii. Demolition of the red house is complete. The septic tank removal still needs to be completed. The two parcels have been merged.
 - iii. The Art in Public Places committee local members need to be confirmed. Mick Sheldon and Sue Alves have agreed to serve, and Yolanda Gruwell is also interested as her schedule allows. A suggestion was made to include a teenager (non-voting) if their schedule allows.
 - iv. The 60% cost estimate has been prepared and is being finalized.
 - v. Funding possibilities will be pursued; Meg and Lynnel will re-visit USDA (Rural Development grant) and Assemblywoman Aguilar-Curry in regard to State funding. The County will reapply for CDBG funds and Park Bond funds may be a possibility.
 - vi. The Capital Fund Raising Campaign was discussed.
 - a) Proposed campaign goals were discussed, and with a few changes to the draft presented, the goals were adopted. Motion by Vasquez, second by Alves, and carried.
 - b) The Steering Committee is developing recommendations which will go to the County on giving levels and naming opportunities. This will come back to the Friends Board for more input.
 - c) Members of the Steering Committee have been meeting with various people to get feedback on the new library building and the fundraising campaign.
 - d) Meg distributed a timeline of potential activities and dates.
- d. Car show planning continues for the August 24 event. Raffle prizes are coming in and flyers will be distributed at various events.
- e. A Library Advisory Board report will be given at the next meeting.

7. CONFIRM NEXT MEETING AND AGENDA PRIORITIES: Next meeting will be August 6, 2019.

8. FUTURE AGENDA ITEMS:

- a. Logo Development
- b. Potential Bylaw Amendment

9. ADJOURNMENT: Meeting adjourned at 8:15 pm.