

Friends of the Yolo Branch Library of Yolo

MINUTES APPROVED

April 5, 2016

Meeting called to order at 6:15 p.m. by Meg Sheldon. Roll taken.

Members Present: Norma Plocher, Bonnie Weiss, Lynnel Pollock, Yolanda Gruwell, Jim Adan, Priscilla Bolinder, Meg Sheldon, Bill Hatcher

Sharon Hallberg - Yolo County Library Representative; Rachel Hudson - Yolo County Library; Sue Billing - Yolo Branch Library

Doug Davis - WMB Architects

Guest - Estevan Arispe - Student/Volunteer

Approval of Minutes - Minutes read. Lynnel Pollock made the motion to approve the Minutes as read, Yolanda Grunwell seconded the motion. Motion passed and March 2016 Minutes approved.

Treasurer's Report - Priscilla Bolinder

Presented new format. See attached pdf file.

Presented bill to reimburse Jim Adan for supplies for Spring Celebration \$100.07. Priscilla Bolinder made the motion to approve and pay this bill, Sharon Hallberg seconded. Motion passed. Jim Adan will be reimbursed \$100.07 for supplies for Spring Celebration.

Post Office Box rental fee due - \$60. Priscilla Bolinder will pay.

Archives Membership fee - \$50 - Sharon Hallberg motioned that we pay this membership. Bill Hatcher seconded. Motion passed.

Correspondence and Announcements

Meg - Susie Richter has books that could be of some value to the Yolo Library and would be willing to donate them. Meg asked if anyone is interested in taking on this project. Sue Billing mentioned that Nancy Holland from the Davis Friends might know about internet sales and would share her knowledge. Meg will follow up with an e-mail and see if there is more information from Susie.

Board of Supervisors considering approving budget dollars for the Yolo Library.

Spring Celebration - went well. Meg will send e-mail update.

Non Profit Alliance - Meg attended.

United Way -attended training on Facebook Advertising and working with the Daily Democrat.

Presented Conflict of Interest and Ethics Policy for review. This document was prepared by Meg Sheldon and reviewed by Lynnel Pollock. This will be discussed at May meeting.

Old Business -

Library Financial Support Request – Library staff requested approval of funding requests for both the current fiscal year (July 1, 2015 – June 30, 2016) and for the coming year (July 1, 2016 – June 30, 2017).

The request for the current year was \$550. It included \$100 per quarter for the last two quarters of the year (which was previously approved at the February 2, 2016, Friends meeting) and \$350 to support the Summer Reading Program and activities such as El Dia de los Ninos/El Dia de los Libros

Motion was made to approve the current year budget request, recognizing that it brings the total authorized expenditures to \$1,747.93, which exceeds the approved budget of \$1,700.00. Bonnie made the motion to approve. Lynnel Pollock seconded. Motion passed unanimously.

Library staff also requested for \$1,925 for program support in 2016-2017. In future years, the library staff would like to submit their request in February for the coming next fiscal year. This will give them sufficient time to schedule Summer Reading Programs. The Friends will develop a budget preparation schedule to accommodate this request.

Motion was made to approve the 2016-2017 budget request. Yolanda Sue Gruwell moved to approve the motion. Priscilla Bolinder seconded. Motion passed unanimously.

The discussion on both budget requests included recognition that program needs may change during the year. Consequently library staff were authorized to use the approved funds in any category where funds were requested without seeking prior approval from the Friends. In addition all agreed that the library staff would present a budget update to the Friends in the fall and again when submitting their request for next year funding in February.

Davis Friends - write thank you for funding the licensing for showing films and support of teens - generally give us support (**NEED ADDRESS**)

Yolo Branch Library Report - Sue Billing reported.

Teen Report - Sue Billing reported.

El Dia de Los Ninos, El Dia de Los Libras - Saturday, April 16 - 3 p.m. There will be various activities. Friends can have a table. Meg suggested face painting - Meg and Estevan will do this.

Spring Celebration - Sue Billing - shared photos

Joe Cruz - has arranged for homework help at Cache Creek High School after school two days per week.

Conflict Resolution Program - Sue recognized the teens did not do well using no table. Teens want to be around a table.

Building Planning - Doug Davis - WMB Architects

Library Expansion Project Update

1. Regulatory Requirements Update

- a. Flood Elevation: Doug reported that the final topographic map prepared by the civil engineer had been received, and the base flood elevation (BFE) is set at 76.00'. The existing library finish floor is 77.67' which is greater than 1' above base flood elevation. Therefore, an addition or new structure with the same finish floor elevation as the existing library would meet current flood requirements, and the status of the existing building as a listed historic resource does not have a benefit to the project from a flood regulations perspective. A hard copy of the topographic survey was given to the Friends.
- b. Septic: Doug reported that Terry Vernon is working closely with Environmental Health to develop a plan for accommodating a new septic system on-site. The goal is to get the system approved by the county in-concept before new regulations kick-in this summer.
- c. Historic Resource: Doug reported that the status of the building as a nationally-listed historic resource is now the issue that has the greatest potential influence on the viability

of the three design options. Meg and Doug requested comments from the Friends on the importance of the national listing. The members agreed that the national listing is not of substantial importance to the group, especially relative to the expanded program and overall viability and success of the project; although the importance of a final design that captured the look and feel of the existing building was affirmed. Doug suggested that this issue be approached from two directions: exploring with county council the process and cost of removing the library from the national list and entering into a discussion with the planning department on the requirements and limitations of adding on to the existing building with its current designation. Doug, Patty and Terry will meet to discuss next steps.

2. Building Options Update

- a. Doug has submitted initial cost estimates for the three options to the county for review.
- b. Doug presented updated floor plans for the design options which now include furniture and windows. All Options now have a Community Room of equal area. Public access computers and shelving for the collection as set forth in the agreed-upon Program were prioritized. Lounge and study seating described in the Program does not fit within the primary library area in Option A.
- c. The Friends expressed concern about the potential conflict of the main library entrance with the covered activity area on Option A. Doug to look at potential solutions.
- d. The Friends expressed concern about the number of doors and lack of presentation wall space in the Community Room in Option B. Doug to look at potential solutions.
- e. The Friends discussed the potential need for more formal, permanent and/or separate space in the design for use by the Friends. Option A shows a separate room for Friends' use. Meg suggested that the members consider this individually and provide comments via email within the next week. Further discussion and review of potential solutions could be on the agenda for the next Friends meeting.

3. Community Advisory Group report

- a. Doug reported that he provided the same project update to the Community Advisory Group as was presented to the Friends last month, including presentation of the 3-d Sketch-up models of the design options. The meeting took the form of an update/ presentation as opposed to a discussion due to the outstanding questions regarding regulatory requirements.

4. Next Community Forum

- a. It was suggested and agreed upon that the date for the next community forum be set after the regulatory issues have been resolved and the budget estimates have been updated and finalized.

Car Show Report - Bill Hatcher, Meg Sheldon and Steve Garcia, Sue Billing and Dave Tavarez about car show. The goals for this event are: bring community together, promote the Yolo Library and services and promote Friends are organization that supports the Yolo Library and potential fundraiser.

Yolo Fire Department supportive and will work with the group. Bill checked with Sheriff's Department. Discussion followed. Friends agreed they are supportive of this event.

Meeting adjourned -8 p.m.

Respectfully submitted,

Norma Plocher - Secretary