

**Minutes of General Meeting FRVPL  
Friday, March 6, 2015**

**Attending:**

Joe Gauder  
Pat Sobrero  
Ed TePas  
Larry Fugman  
Carol Borden  
Lew Chichester  
Betsy Brown  
Michael Mills  
Sally Brown  
John Marshall  
Lee Marder  
Mary Jane Cummings  
Ruby Head  
Gus Evans  
Shirley Kyle  
Dee Mullen  
Blair Ladd  
Cindy Swan  
Dane Downing  
Isabel LeMieux

Meeting was called to order at 5:00 pm.

**Radio report:** Lew

Tom Woodhouse, our new district county supervisor, will be interviewed the evening of April 2. Lots of basketball games are being broadcast.

The proceeds for the March 21 benefit, which is the fifth anniversary of the new library, will all go to the Friends instead of being split with the radio station.

**Friends office/storage space:** Lew:

The remodel of the space is almost complete. Lights have been put in. More storage needs to be cleaned out and some shelves will be removed. Larry, Carol and Michael will meet Thursday, March 12 at 2pm to work on this.

**Library report:** Pat

Wally Clark, our County Librarian; Rachel Borum, and Colleen Carter comprised the panel that interviewed applicants for our Associate's position earlier this week. They were unanimous in their choice of Josh Bennett, a local man some of you already know. We anticipate Josh beginning March 17<sup>th</sup>. I know you all join me in welcoming Josh to the library!

I have very much enjoyed my tenure as Acting Associate and thank the Friends for the support you've given the staff and me during the last three months. Kudos go to Dee, Shakti, Curtis,

Jim, Barb, Emily, and to our new Volunteers for keeping things running as smoothly as they have. Thank you, Everyone.

We have six new volunteers on line. Diann, Josh, Liz, Michael, Madeleine, and Shirley have all been coming in to help. In the month of February, our ten volunteers worked a total of 107 hours! They helped in many ways: at the Circ Desk, shelving books and DVDs, pulling items to fulfill requests from other branches, and wrapping new books.

Interviews for the half-time Assistant position were held on Tuesday. It will be a while before we know if any of our applicants made the cut and when they might be called back for the final interview.

We had two successful events last month: On Friday the 13<sup>th</sup> we showed the documentary *Wrenched*, about Edward Abbey and the history of eco-activism. Twenty-one people attended the showing, and we raised \$98, which went to purchase 6 books for the library. Then on Thursday the 19<sup>th</sup>, Four Shillings Short gave us a fabulous family concert. Fifty-six people attended and patrons streamed into the library for days afterward saying how much they loved the program.

The AWE computers are a great hit with the children! Parents appreciate the extra headphones so they can participate in their kids' learning experiences. Comments have been positive.

Our magazine selection had dwindled, so I wrote emails to several dozen publications, asking for complimentary subscriptions and did a radio spot requesting patrons gift the library with a year's subscription from our wish list. At this point we have at least 14 new subscriptions either pledged or already started.

I've also sent a letter of inquiry to the LEGO Corporation asking for a donation of LEGO bricks for some future children's programming. Generally they only give to organizations in MA or CT where they are based but I wrote thinking they might make an exception.

The County Librarian purchased a complete Wii gaming system for our YA programming. We received a World Deluxe Wii set with 2 pro controllers, 2 remote plusses, a double recharge station and 6 games.

Michael Shepherd has set it up and determined it works with our equipment in the Media Room. Tomorrow he's coming in to help me label every cable and connection so I can duplicate the set up. The gaming will take place in the Media Room for a few hours one day a week. Only one of the Mendocino Libraries has experience with gaming sessions so I am still researching how to utilize this technology to attract young adults to the library. Since technology is a big portion of the Best Small Library in America award, this and the AWE computers might be beneficial on our application if we were to reapply this fall.

Valley Paving was contacted to see how much they would charge to seal and paint fresh lines in the parking strip in front of the library. Next time they have someone doing estimates in the area they will take a look and give us a price.

The last several weeks I was in constant contact with the County Library and the Information Services department about our worsening computer connection. The last week our WiFi and public computers were very slow or down completely. Our circulation computers were also down completely or crashing regularly due to lack of Internet connection. (For example, a simple check in/check out might take 5 minutes, making a library card might take 15 or 20 minutes.) This greatly affected our service and our monthly statistics reflect this. On Wednesday the IS team put a new antenna on the roof. It got the WiFi and public computers online, but at the end of the day we were not able to log into Horizon. Thursday, IS located and corrected the problem, and everything is back up and the computers are running better than they have in months.

The closing of the coffee shop has caused a reduction in foot traffic. I have heard we might have someone come in and make simple coffee available while we are waiting on the next business to set up. The Library Staff love this idea and we think it would be a very nice gesture for our patrons and members of our community.

Public Service announcements this last month included an appeal to donate magazine subscriptions, Events notices (movie and concert), information on requesting materials from other branches, and "March is Read-Aloud Month." We also have started running a Seed Library PSA about what the seed library provides and what to plant this month. The County ran off more 11 x 17 Round Valley planting guides for us and they have been added to our Membership Binder. Peaceful Valley sent us two huge packets of seeds as donations to our seed library. We've sent along a thank you to them.

She has the Friends' office space wired and lighted. Each area has its own light switch and the storeroom is now a well-lighted place. She also moved the Seed Library refrigerator back into the storeroom.

Lee put up the people counter on the back door. Once the coffee shop opens, it will significantly up our patron count as probably a third of our patrons come and go through that door.

Question: I thought that quite a while back the Friends okayed a locking bulletin board to go on the corner of the building at Howard and Main to contain announcements from the Library and/or the Friends. Did that idea lose favor with the group?

The bank of PC computers are regulated by the county to be used no more than one hour per day. The Mac computer was furnished by the Friends and it was decided that it may be reserved for special projects, pending approval of the Librarians.

Thank you very much. Next month our new Associate will be delivering this report!

**Coffee shop lease: Izzy:**

The new lease will include:

Clarifying stewardship duties

No subleasing

Utility late fee

Monthly report to Friends meeting

The lease will not be final until it is gone over with the new tenant.

We need to add a “statement of intent” including an explanation of our mission and clarifying that we are underwriting their business in exchange for the reciprocity of their stewardship duties.

**Coffee shop tenant choice process results:** John:

There was an open committee formed that drew a cross section of the community. There were three respondents who submitted proposals. They were interviewed separately using a list of questions formulated by the committee as a guideline. There was a point system employed to rate each candidate. Michael and Madeleine Shepherd were recommended to the Friends to be the new tenants.

A motion was made to adopt the recommendation of the committee or to further the search process. After discussion, the recommendation of the Shepherds with a one year lease was accepted by consensus.

Ren Tao coffee, a local roaster, will serve “pour over” coffee at the bar in the mornings until the new coffee shop opens.

**USDA grant:**

We will wrap up the process by next meeting.

**Farmers market:** Ruby:

The market is doing well. It comprises of a volunteer group that meets in the spring and makes decisions by consensus. It is still on winter hours of 12 – 3. The vendors pay May – July. It is \$5 for one time and \$10-\$20 for the season. The money goes into a “pot” and is intended for the purchase of a sign. Ruby didn’t know how much was there. The market is not certified by the county. There will be a meeting sometime, to be announced, and a financial report and the announcement of the switch to summer hours will be forthcoming. The Friends consider the market to be under their umbrella because it takes place on their property so the Friends have ultimate responsibility for the area. The market has been operating under the coffee shop.

**Museum road show:** Cindy:

It would be nice if the County Museum Road Show would come to Covelo, but it is too late for this year. Maybe they have a video they could share with us. Cindy will look into this.

**Fundraising:** Larry:

The March 21 anniversary fundraiser is in two weeks and needs volunteers. KYBU will provide 4 – 6 for the event. There will be a rehearsal on Friday 5 – 6:30pm and help is needed then, also on Sunday 11am – 1pm. The community room is free from Friday through Sunday for preparation and cleanup. There will be an organizing meeting Tuesday 3/10 at 4pm and a PSA on the radio.

**Building report:** Izzy:

Next Friday Willits Lock and Key will come to put door hardware in the new storage rooms and key them.

Lock boxes have been installed for renters to pick up and drop off keys for the community room and kitchen. They will be accessed by combination that will change with each renter.

Meeting adjourned at 6:35 pm

**Next meeting: April 3 at 5pm**

Submitted by Carol Borden, secretary, FRVPL