

Minutes of General Meeting FRVPL Friday, March 4, 2016

Attending:

Ed TePas
Pat Sobrero
Carol Borden
Lew Chichester
Josh Bennett
Madeleine Shepherd
Michael Shepherd
Gus Evans
Larry Fugman
Michael Mills
Isabelle LeMieux
Blaire Ladd
Joe Gauder
John Marshall
Genevieve Middleton and Navashoni

Meeting was called to order at 5:05 pm.

A correction to the February minutes was noted. The current rent that the Paperback Café pays is \$400, not \$300 as recorded.

Coffee shop: Madeleine:

A new contract will be negotiated and put into place. The current one has errors and ambiguities that should be corrected and cleared up. It will expire in April of 2016. A contract proposal was emailed by Madeleine to many of the people who helped draft the current contract. Blaire, Izzy, Joe Lew and Carol expressed an interest in working on that and a meeting will be held.

Last week, the county health department inspected the kitchen. Everything passed except they detected coliform bacteria in the well water. The recommended protocols for dealing with this have been followed and treated water was brought to the county for retesting. It is expected that the lab will return its results sometime in the next week.

There is still a rat problem. We have a year contract with Terminex, so they were called out to deal with it. They were impressed with the determination of our rats and took further measures to eliminate them.

Budget: Lew:

Lew, Izzy and Carol met and reviewed previous years spending and budgets and determined that income and outflow has been consistent. A proposed budget for 2016 was presented.

FRIENDS OF THE ROUND VALLEY PUBLIC LIBRARY

BUDGET REVIEW, 2015, 2016

INCOME-

| | <u>2015</u> | <u>PROPOSED 2016</u> |
|--------------|-------------|----------------------|
| DONATIONS | \$14,330 | \$14,330 |
| FUND RAISERS | \$ 9,377 | \$ 9,377 |
| GRANTS | \$30,000 | 0 |

| | | |
|----------------------------------|---------------|---------------|
| MEMBERSHIP DUES | \$ 3,600 | \$ 3,600 |
| RENTAL | | |
| Coffee shop (includes utilities) | \$ 8,112 | \$ 8,112 |
| Community Room | \$ 2,288 | \$ 2,288 |
| Kitchen | \$ 3,921 | \$ 3,921 |
| KYBU | \$ 2,750 | \$ 2,750 |
| Library (Mendocino County) | \$21,600 | \$21,600 |
| MERCHANDISE | | |
| Families book | \$ 939 | \$ 939 |
| Other stuff | \$ 675 | \$ 675 |
| <u>MISCELLANEOUS INCOME</u> | <u>\$ 364</u> | <u>\$ 364</u> |
| TOTAL | \$97,956 | \$67,956 |

EXPENSES-

| | | |
|--|-----------------|----------|
| MISC ADMINISTRATION | | |
| (accounting, office, postage, printing, etc) | \$ 5,867 | \$ 3,367 |
| FUND RAISER EXPENSES | \$ 4,190 | \$ 3,190 |
| GRANT FUNDED LIBRARY BOOKS | \$ 2,294 | |
| LIBRARY CLASSICS | \$ 3,399 | |
| LIBRARY, OTHER | \$10,831 | \$12,000 |
| CLEANING SUPPLIES | \$ 2,540 | \$ 2,540 |
| INSURANCE | \$ 7,872 | \$ 7,872 |
| JANITORIAL SERVICES | \$ 1,650 | \$ 1,650 |
| REPAIRS AND MAINTENANCE | \$ 4,305 | \$ 4,305 |
| KITCHEN EQUIPMENT | \$11,329 | |
| UTILITIES | | |
| PG&E | \$ 8,053 | \$ 8,053 |
| Sewer | \$ 2,100 | \$ 2,100 |
| Propane | \$ 8,798 | \$ 8,798 |
| Other | \$ 865 | \$ 865 |
| SEED LIBRARY, MISC SUPPLIES | \$ 754 | |
| <u>USDA EQUIPMENT GRANT</u> | <u>\$ 8,274</u> | |
| TOTAL | \$83,121 | \$54,740 |
| CURRENT BANK BALANCE | \$56,000+/- | |

FRIENDS OF THE ROUND VALLEY PUBLIC LIBRARY, 2016 BUDGET

Review, proposals:

If we have an income of \$68,000+/- in 2016, and the expenses are similar, we have about \$13,000 of surplus to budget.

Some proposals-

No grant income or expense assumed in 2016

Library books in 2015 had an expense of \$5,500, probably funded by a specific donation.

Do we not carry into 2016 that assumed expense? The draft 2016 budget assumes funding the library for \$12,000, no strings attached.

\$2,000 for various library capital investments and the Seed Library Fund

\$2,000 for kitchen equipment (some new, some replacements)

\$1,000 for the Community Room (more folding tables and chairs)
\$5,000 for the Landscaping Project
\$2,000 remaining/reserved for an unknown improvement or expense

If our income is less than supposed, or if there are unusual expenses, we have a reserve fund in the bank to cover a budget shortfall in 2016.

Movies, Seed library, games, coloring: Pat:

We showed Symphony of the Soil and had a good turn out: 18 folks. The public performance rights to show the film cost \$50, we took in \$62.25 in donations and will carry forward the balance to the next film.

We have started our Seed Library spring radio spots and are seeing folks beginning to come in to check out seed. We had a large event in January to get things ready and will start planting parties at the Farmers Market within the next few weeks.

Tabletop Games (board, card, and dice games and a jigsaw) are planned for 1-4 pm the first Saturday of the month. This has been a fun event for adults and families since November.

Adult Coloring is sweeping the nation! The Library has purchased, through a generous grant from Art4Moore, a wide selection of adult coloring books and coloring pencils, gel pens and other art supplies. We'll be opening up the Community Room on the first Saturday of the month from 11 am-12:30 pm, the first Saturday of the month, for Coloring and Conversation. Look for more information on your next trip to the Library! A \$1,000 grant from Art4Moore was given for materials for coloring. We initially asked for \$350 for coloring books, good colored pencils, gel pens, and so on for the coloring program and they gave us \$1,000 so we could develop additional art programming for the community. Thank you, Art4Moore!

Radio: Lew:

The station has been providing the information and education to the community on how to make radio. They would also like evaluation, and will create a format for feedback. The number of people participating has been stable, although there is a turnover of individuals. There are plans for high school interns.

Three live public affairs programs are scheduled during the next two months.

Live broadcasts of the high school basketball games are over for the season.

Fundraising: Larry:

There will be a fundraiser on March 19 organized by Olli Nummelin that will feature Motown music. This will benefit both the Friends and KYBU. Blaire has volunteered to be the certified alcohol server. She, Izzy, Larry and Joe will organize the crew. They will meet Thursday March 5. Olli would like to reserve the Community Room for 3/13 and 14 to set up.

Bill Cull will go to the oral history workshop at Cal Berkeley March 11, as per the donation the Friends received for that purpose. He will share information he receives with the community.

Donations are still coming in from the fall mailer.

An idea for a fundraising dinner was raised. Also, movies in the park.

BRANCH REPORT FOR FEBRUARY, 2016. FRVPL MEETING

By Josh Bennett

The **Blind date with a book** promotion was very popular at our branch. Patrons enjoyed taking home a wrapped book and quite a few participants rated their book highly. There were a few “disastrous” dates, however. (One involved Alan Ginsburg’s *Howl!*) Longtime friend of the library Roberta Hurt was the winner of the blind date with a book drawing. She wins a dinner for two at the North Fork Café.

The **Breakfast Club** is up and running! February 13th was our first meeting and we expect to have 6 graduates of the program by Mid-march. We have added a make-up day on March 12 for participants who need it.

A few of the participants show particular promise in the Library Arts (alphabetization). We expect to offer these “interns” recurring shifts starting later in March to do tasks such as pulling and shelving books.

Music Documentary, *Sing your Song*, a film on the entertainer and civil rights activist Harry Belafonte, screened on Friday, February 25th. This film was selected in honor of black history month.

Janitorial contract. We have talked with a few people who have expressed interest in the Janitorial contract with the county. A small number say they are willing to acquire insurance if they are offered the job. We are hopeful that a contract can be signed ASAP. Realistically, this will probably not happen for a few weeks.

Thank you FRVPL for helping the library stay clean in the intern. Josiah Hanover has been cleaning in the morning this past week and will begin cleaning in the afternoon starting next Wednesday 3/9. He works 3 hours a week.

Upcoming:

Tabletop games will be offered in the commons room tomorrow, March 5th from 1:00 to 4:00.

Monthly Music Documentary for March 25 will be the movie *Twenty Feet From Stardom*, a documentary from 2013 that features backup singers such as Darlene Love, Merry Clayton, Lisa Fisher, Claudia Lennear, and Judith Hill.

Adult coloring will happen on April 2nd at 11:00 am. RVPL supplies all the materials. Under 9 must be accompanied by an adult.

Landscaping: Genevieve:

We need to have one to two weeks of intensive construction to get the landscaping project started. We could start April 16 and celebrate Earth Day April 22 with some progress made. The electrical and water plans need to be finalized so the trenching can be done first. There is a metal worker and carpenters lined up who are willing to donate their labor if we buy the materials.

Genevieve is willing to oversee the project.

We need a paid landscape steward to oversee the park and its needs. This job would entail approximately 2 hours per week in the summer and fall.

Some alternatives were presented for off-street parking. The area between the patio and KYBU is currently used for that. It was voted to eliminate that area for parking and develop an area behind the KYBU building for nose-in off-street parking.

A meeting for a landscaping committee meeting was set for noon on 3/13 in the patio.

Building Committee: Izzy:

Rentals have been slow.

The new Friends office is being cleaned by Lorraine Ardnt in preparation for moving in. Lorraine also offered to be on call to clean in the building on an emergency basis until a regular cleaning person is found.

There are STILL rats in the utility room.

We are looking for someone to clean the hood over the kitchen stove. As usual, it's hard to find a service person who is willing to come to Covelo.

Officer nominations are next month. If you are a member and wish to submit your name for a position, please come to the April meeting.

Meeting was adjourned around 6:20

Next meeting April 1.

We are planning to hide behind the sofa and when Ed shows up, pop out and yell "April fools!" Don't tell him.

Submitted by Carol Borden, secretary FRVPL