** Friends of the Ridgecrest Branch Library**

Board Meeting Minutes, August 17, 2016

**Present:** Sandy Bradley, Vickie Schauf, Vicki Siegel, Carol Pearson, Charissa Wagner, Peggy Johnson, Bill Eichenberg, and Barbara Lupei. Guests: Brent Palmer, Terri Middlemiss, Robert Shaw, Pat Walters, and Erika Cunningham.

The meeting was called to order at 10:00 a.m. The agenda was approved. The minutes of the May 18, 2016 meeting were approved.

**Librarian’s Report:** Charissa Wagner reported the following:

* Summer Reading Challenge – benefitted from many donations that provided plenty of prizes, even for those who turned in two or three completed lists.
* Circulation Desk Replacement – Has been completed.
* Front doors and sides doors have been replaced. The side door is now easier to open for people who need handicapped access.
* Wish List Items – She has obtained permission to use a local contractor to install some items, like the projector, new screen, and flat screen TV. The contractor must be registered with the county or willing to submit paperwork to become registered. The contractor must also be an electrician or have one on staff.
* The FRBL is co-sponsoring the 3K Glow Run/Walk along with Ridgecrest Addiction Awareness, Desert Empire Fair, In-Shape Fitness, and Ridgecrest Regional Hospital. Proceeds go to Ridgecrest Addiction Awareness to help remove the stigma of drug addiction, and to the Teen Advisory Board of the Ridgecrest Branch Library to bring more teen programs to the library/community. The event takes place at the fair grounds on August 27. Donations of water are needed.

**President’s Report:** Sandy Bradley reported

* Sandy announced that the FRBL median sculpture has been installed. The sculpture will represent the FRBL and enhance the community for many years to come.
* Measure F Feedback – The ALE and the Friends groups learned a lot from this experience. The vote in Ridgecrest was 60% in favor despite the short time frame and lack of experience with this type of project. We sent a strong message to the county supervisors, meaning we probably won’t see contracting-out of the libraries. A measure could come up again in 2018. Nancy Kerr’s article in the August 2016 newsletter outlines what may be coming next.

**Treasurer’s Report:** Bill Eichenberg reported

* Bill provided financial status reports for April through July plus the 2nd quarter financial report. He pointed out that he has added the savings balance to the monthly reports.
* Savings that had been invested in CDs at Navy Federal Credit Union have been moved to Alta One so that all FBRL funds are banked with a single institution.
* The Pizza Factory fundraiser has brought in at least $300 this year. This amount is listed under “other income”.
* He suggested it was time to send a check for the book trust to the county rather than waiting until the end of the year because they are so slow to cash the checks. He recommended we send $12K (rather than the $15K estimated on the proposed budget) due to the amount of income from sales so far this year. Board members agreed.
* Vicki Siegel reminded the board that we are behind on audits. Bill suggested that we catch up by auditing the past year. Sandy volunteered Jerry Bradley to work on the audit as he has experience performing this task with another volunteer organization.
* Bill announced that he and Flo will be “bowing out” of their FRBL obligations at the end of November.

**Vice-President, Book Sales Report:** Vickie Schauf reported

* She provided her weekly sales summary. In the past, this report did not include the cash box total. This has been remedied by including in the “month total” column.
* The fall big book sale is only about 4 weeks away. The advertising budget is $400 and Vicki Siegel expects to spend $300 of that on flyers and ads in the swap sheet and the DI. A re-usable banner or wood sign was suggested. Erika volunteered her engineer friends to make a wood sign to display outside the library. Brent suggested boost ads on Facebook, which run about $50 to target people in the area. Charissa and Sandy will make that happen.
* Vickie asked board members and guests to sign up for slots to work at the sale.

Vickie announced that she will need to vacate her board position, but will continue to attend meetings often.

**Vice-President, Membership Report:** Carol Pearson reported

* She reported 3 new members, and 36 renewals.

**Newsletter:**  Deadline for next newsletter – October 28, 2016.

**Old Business:**

* Terri reported that the SRP in Inyokern was a great success. The program featured a music program and a magician in addition to crafts and reading. They had 75 kids sign up. She thanked the Friends and Charissa for their support
* Terri reported information she received from her friends who are active in the Friends of the Library at an LSSI library. They stated “The Friends have control over where their funds are spent. The Friends have a bookstore within the library, frequent patio book sales, and on-line sales. They have lots of volunteers involved with all the activities. LSSI is very grateful for the Friends group and the money they raise. Many of the staff stayed – the transition was OK. Some volunteers left, most stayed.”

**New Business:**

* Board positions to fill in November election: Treasurer and VP for book sales. Erica announced that she is interested in the Treasurer position. A person is also needed to replace Flo as coordinator of the book donations and sales.
* It was suggested that a “coordinator of volunteers” position is needed as a sub to the VP of Book Sales. Peggy volunteered to coordinate volunteers for the sales room.
* Brent said he could help with volunteers from VX-9 who could work regularly at the annex or transporting boxes of books between locations.
* Sandy asked us all to look for people interested in filling open positions.
* A holiday party to thank volunteers was discussed. Members decided not to hold one this year.
* Sponsorship of a bus trip to the Los Angeles Book Festival was discussed. Members decided not to pursue this project in 2017.
* Brent demonstrated the new FRBL web site he created. Members agreed that it was very clean and concise. Several people also viewed it on their phones. It can be found at [www.ridgecrestfriends.org](http://www.ridgecrestfriends.org). He will keep the site up to date, uploading news, minutes, etc. He will get documents to be uploaded from Charissa.

**Adjournment:** The meeting was adjourned at 11:47 p.m. Members were encouraged to eat lunch at Pizza Factory to support the fundraiser.

The next Board meeting will be **Wednesday, September 21, 2016,** at 10:00 a.m. at the Ridgecrest Library Community Room.

Respectfully submitted,

Barbara Lupei, Secretary