

Minutes
Stanislaus Library Foundation Board of Directors Meeting
Thursday, September 10, 2015
Valley First Credit Union Conference Room
3:30 PM

Call to Order: 3:35 p.m.

Pat Portwood, Carol Shour, Susan Lilly, Terri Gamboa, Angie Repp, Laura Milbury and Bob Gausman

Approval of August Minutes – Ammend who brought Lemon Bars for Party at the Library on page 2 to Laura Milbury. With change, Angie Repp approved, Laura Milbury second.

Approval of June Minutes – Change IPFS reported in June minutes. Also, last page under CA Budget should be 1516. With correction, Laura Milbury approved and Carol Shour second.

President's Report – refer to August Highlights

- Maree and Bob met with Author Paula DeBoard regarding the Gala program. It was decided that after a suggestion was made to give a few of Paula's book away at our event, this would not be in the best interest of the Foundation. She will sell her books that evening.
- Presented the Employee of the Year Award on August 20th to Andre Avanesian.
- Presented to the League of Women Voters on August 27th, giving an overview of our Foundation and its mission. Handed out several key pieces of information including, "At a Glance", Support Groups of the Library and budget information; what comes from revenue and dedicated 1/8 cent sales tax. The message she conveyed was, "The tax must pass in June of 2017, effective 2018. 2016 will be the year for awareness and campaigning. Handouts showed how important the Foundation is to the library system and their programs.
- Carol Boyett and Hank Barrett met with Susan Lilly and Pat to share the Foundations activities and finances. They discussed where our savings are currently being held; both at Valley First and Trans America. Current goals were discussed as well as how money was invested when the economy was good several years ago. At that time, 80% of our investments were put into savings for the future and 20% was dedicated to Library programs. When the economy fell, the investment strategy shifted so a higher percent was dedicated to library programs. This decision was voted upon at the time.
- Party at the Library – Approximately 55 supporters were in attendance. We received nice compliments and guests enjoyed the Library tour. Pat emphasized, "We can never thank our donors enough for their support".

Financial Report – Laura

Board Members received the report that was reconciled through August 31st. There is \$71,000 total in Checking/Regular Savings. Accounts Payable has close to \$4,000 mostly pertaining to the Gala. Laura stated she reviews highlights at our meetings, but wants us to look over and review as we all need to know what is happening with our finances. To view documents on Google Drive, click on drive in the right corner and when this pops up, type email and password.

Old Business

Author's Garden Gala

- We received \$5,000 from the David E. Gallo Foundation care of Mary Gallo. This will be our presenting sponsor.
- We also received a \$2,000 donation from Bank of the West.
- The party rental company we are using for our Gala has moved to Modesto. We will deliver the check to them, as their address has changed. We might have additional charges under party rentals if we add tables.
- We will need four people consisting of Board members (Terri Gamboa volunteered) and Gala committee members to check our guests in.
- We will also need help during the dessert auction to deliver desserts to guests.
- Susan and Laura will track dessert auction sales during the auction and help with payment after the event.
- We will start set-up on September 26th at 9 a.m and hopefully wrap up by 12:00, so there is time to rest.
- Susan will create a table layout using Vizio to help with actual table placement.
- Bob met with our author Paula DeBoard who shared great stories and experiences. He suggested accepting questions ahead of time from guests and reading a few of those during her presentation which she was agreeable to. Paula's husband will manage the book selling table and she will mingle with guests during the cocktail hour.
- Larry Crimp has been secured as our photographer for the evening.
- Next meetings prior to the Gala are September 17th (Carol Shour's House @ 7 p.m), September 22nd (Johnson's house @ 7 p.m. to check lighting and September 24th (Maree's house @ 7 p.m.) to review all last minute table assignment details. Pat and Carol will be on-hand September 25th for deliveries and questions.

Website

Bob will review website details at our October meeting. Regular updates are being made on Facebook. Susan and Bob met to change Amazon icon on our site. After the Gala, there will be a sign-up sheet for Board members to visit one of the library branches introducing themselves and gaining further insight into specific programs and stories. Brian Sontag at the Ceres branch, shared many stories and important information with Bob on his visit.

New Business

Halloween Requests from FOL

The Foundation has supported this event at each branch in the past, spending under \$200.00 total. Last year, Pat purchased plastic pumpkins, filling with Halloween stickers and pencils from Oriental Trading. These were handed out at the branches Halloween events. Susan will check with Branches and if the majority would like the support this year, we will proceed with supporting all the Branches. Bob suggested purchasing pencils and stickers that had a Fall theme and could be utilized for a longer season.

Mail Campaign

We will prepare a letter and mailing list in October. Letters will be sent November 1st to a listing of supporters we've used for a few years. ABS pre-sort will assist. Pat emphasized we need a chairperson to help coordinate the mail campaign. This is important to our Foundation as donations peak in November and December. Funds raised grew last year.

New Meeting Time

If we are to grow our Board with additional business members, we may need to change our meeting time to a lunch or evening. The decision has been made to move the meetings to the second Thursday of each month in the near future, which helps for reporting purposes. Pat will work on a possible new location and further discussion will take place next month.

Librarians Report

Diane could not attend our meeting due to a conference. Pat advised that Diane has requested board members attend a meeting hosted by John Chrastka from Every Library. An email with details will follow. The topic is on Fundraising and Campaigning, September 24th @ 3:00 p.m. in the Modesto Library Auditorium. Susan shared information regarding the Local Author's Fair at the Modesto Library breezeway on Saturday, September 12th. The decision was made not to sell "Ashes in a Teardrop". We have approximately 90-100 books left.

Meeting adjourned at 5:00 p.m.

Next meeting, Thursday, October 1, 2015