

Friends of Cascade Park Library Meeting Minutes November 16, 2023 - FINAL

- 1. Call to order:** The meeting called to order at 6:07 p.m. by co-president Sandy Granich in the library's 'conference' room. Those present were: Donna Asse, Ruth Chamberlin, Sandy Granich, Jean Kent, Joan Lamy, Linda McHan, Julie Nakao, Rachael Ries (library staff), Stephanie Sanchez, Rick Smithrud (Library Foundation), Melissa Webb, and Steve Young.

- 2. Minutes** of October 19, 2023 meetings were approved as written.

- 3. Treasurer's report** for **October 2023** was presented by co-treasurer Stephanie Sanchez.
 - A. The bookstore again did very well. In answer to last month's question, 1.6% of our income came from dues so far this year (\$19,160 - book store: \$317 - membership).
 - B. Auction of our baskets at the A&I dinner plus the silent auction for the three baskets which didn't sell yielded \$716.00 profit from our five baskets. Discussion about how to set a beginning bid value for a basket - 40% of estimated value is a rule of thumb.
 - C. Waiting for Facilities to have input on cash box situation.
 - D. Rick showed a cash box the Foundation could order through Amazon Prime if we want. Prime allows for easier return if it isn't what we want. Primary access to the cash box is through a keypad. A key is provided for manual entry. Having an actual cash box might be helpful for the discussion with facilities.

4. Book Store

- A. Linda reported 225 volunteer hours for October.
- B. Discussion regarding installing shelves in storage room to east of Activity Room. Facilities has no extra shelving so we'll need to buy our own. Voted \$400.00 to purchase shelving. We will ask Facilities to install the shelves as units need to be attached to the wall. Recommended to use boxes all the same size for convenience in storing items. Stephanie and Linda will measure and will select the shelves.

5. Rachael Ries - Librarian's Report

- A. Some segments of the Words and Pictures event were not as well attended as hoped, but the open mic drew in many participants and was nice.
- B. Annual Staff Appreciation event, general recognition and appreciation, went well.
- C. Books arrived for January/Feb. 6-week mindfulness course Rachael will be teaching.
- D. Dyno-Member family fun day. Volunteers were a big help, thanks. Events occur second Saturday of the month although December's will be a movie plus crafts.
- E. February Teens event will show *Barbie* movie and will be Barbie themed.
- F. Popular wreath-making class happening. Next year may schedule two of them since the signup list fills almost immediately.
- G. New Year's Eve party for youngsters during daytime, Dec. 30.
- H. New executive director starting Dec. 4, Jennifer Giltrop.
- I. Heritage Douglas fir tree in courtyard will be celebrated in April maybe, better weather; squirrels have been messing with the scene.
- J. We host the Board meeting 3rd Monday in January.

Explanation of the Fort Vancouver Regional Library Foundation (a non-profit which raises funds for district-wide library programs) which has a board the members which are elected by the current FVRL Foundation Board of Directors based on recommendations and may serve up to two consecutive terms of three years each.

The FVRL District Office provides centralized Technical Services operations for the libraries e.g., acquisitions, cataloguing, lending. The District Office is headed by an Executive Director who reports to the Board of Trustees whose members are appointed to 7-year terms. Three board members are appointed by the Clark County Council, two by the Vancouver City Council, and one each by the Klickitat and Skamania County Commissions.

6. Website -

- A. After discussion with the website committee, Julie changed the web host (In Motion) and is checking that the website is considered to be representing a non-profit.
- B. Question about membership-fee monies being separate from donation monies. Christine Perry is the contact with the Foundation who can answer these questions. Also, dues as a topic will be discussed in a future meeting.
- C. FB link for Cascade Park library not working - Rachael will check.
- D. Discussion about the link for volunteers - they need to be cleared through the library system's H.R. department (maybe invite Sherri Braga to next meeting to clarify).
- E. Julie will have something to show the group during the next meeting.

7. Rick Smithrud - Executive Director of FVRL Foundation

- A. *Giving Tuesday* flyer - donating will get you in raffle for next year's A&I dinner tickets.
- B. Friends Fair is in planning stages for April or May 2024.

8. Miscellaneous -

- A. Library awards each branch librarian funds for discretionary expenditures. Amount has lessened and is used for summer programs. Does Rachael need us to supplement this? She will know more come spring.
- B. Background check is required for anyone to volunteer which includes attending our meetings. Steve resigned from being co-president.

10. Meeting adjourned at 7:23 p.m. Next meeting THURSDAY January 18, 2024 at 6:00 p.m.