Friends of Cascade Park Library Meeting Minutes

October 15, 2026 - ***FINAL***

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1. Call to order: Meeting called to order at 6:00 p.m. by president Donna Aase. Those present were: Donna Aase, Ryan Ellis (library staff), Sandy Granich, Jean Kent, Yejuan Li (online), Janice Mills, Julie Nakao, Stephanie Sanchez, and Melissa Webb.

2. Minutes - Secretary Jean Kent

A. The minutes of the September 17 meeting were approved as written.

3. Treasurer's report - Stephanie Sanchez

A. Stephanie presented the September report. Question about the 'normal' transaction fee. Is this the correct amount?

B. In September, a QR code for the on-line payment page provided by FVRL's Foundation was taped to the cash box to test user interest. The QR code mysteriously took a 'vacation' but returned a couple of weeks later. Question: has this QR code been used for purchasing books? Stephanie will get information about this.

C. We might consider updating the cash box signage to include the QR code but will wait for clarification from the Foundation.

4. Book Store - Linda McHan (via Jean)

A. Linda reported (via Jean) 212.25 volunteer hours for September.

B. We welcome Yejuan who is a Sunday volunteer at the book store.

5. Sub Branch Manager/Librarian's Report - Ryan Ellis

A. Staff changes abound - Rachael now has the operations programming job (district wide); Maureen Redfield, a veteran of 12 years at the library, starts Monday subbing for Rachael; Hannah is moving to the Mall since the Mall librarian, Brandon, is moving to Maureen's old position at the downtown library. These changes are all for a 6 month trial-evaluation period.

B. That leaves Hannah's role empty. She will make spot appearances for her specialized events (mainly sewing). Her other events can be covered by CP personnel.

C. Facilities arranged for some outside work! The courtyard has been cleaned, a landscaping crew was tasked with checking out and repairing the sprinkler system, the outside fountains were turned off (one needs repair), and general yard maintenance will occur soon. Ryan was not sure about the funding for these efforts but thinks it's probably the district. We had volunteered to pay if it would help get the work done.

D. Shelving in the kids area needs replacement.

E. Ryan presented next year budget (Jan 2027 through Dec 2027) which was prepared by Rachael: $25,900. Vote to accept: unanimous, yes. (Last year's was $22,600.)

F. Question - are the amounts allocated being spent? Discussion concluded that library staff uses the monies during the budget period. The Friends account holds the money until it's needed, there is no roll-over to the next budget, and no need to spend the allocation or it's lost.

G. Discussion about phone-pod idea. The need for this appears to be moot because a couple months ago the library's policy changed to allow only extremely minimal librarian-phone use by patrons. Question: How about a courtesy phone which would be on the wall, with no sitting, and no privacy. Ryan confirmed that there is a federal program which provides free phones.

6. Communications - Julie Nakao

A. The Foundation has begun setting up other Friends' groups' websites. Since we already have a website, our site is planned to be dealt with in "the winter" (per email correspondence from the Foundation). On our November renewal date for InMotion Web Hosting Services, the terms of our contract will be changed from the 3-year plan to a monthly one. (Refunds are available only within 90 days from the date of renewal.)

B. Newsletter topics - baby painting will occur every month for 6 months. We provide refreshments for many of our library events.

C. Friends groups in general gained publicity in the *FVRL Events* calendar which now states when a Friends group provides refreshments. Thanks to those who made this small but important change. Our next newsletter will be in November.

D. The puzzle team came in 3rd again (out of 3 teams). The next event will be in July of 2027.

E. Julie asked Ryan - does any upcoming CPFL event need help from the Friends group's volunteers? If yes, this info will be included in our next newsletter. Ryan and perhaps Maureen will follow up.

F. Tech-help drop-in schedule clarified.

7. Other Business

A. Our A&I event baskets sold for $710.00 minus 5% admin. fee yielding $674.50. Thanks to Sandy for all her work on these baskets.

B. Julie and Jean attended the Banned Book event (occurred at the same time as the A&I dinner). Two librarians led. We made "zines" (tiny magazines - for communicating ideas). Focused on 1st Amendment issues and learned the procedure required for banning a book.

8. Meeting adjourned at 6:56 p.m. Next meeting: *Thursday, November 19, 2026* at 6:00 p.m.