

## Executive Board Meeting Minutes

Day: Monday

Date: February 17, 2025

Time: Beginning at 11:00 a.m.

Location: **Browsers Corner Book Store**

**711 E. Washington Street, Carson City, NV 89701**

### 1. Call to Order

Roll Call and Determination of Quorum

The meeting was called to order by President Betts Markle at 1100 a.m.

ATTENDANCE: Betts Markle, President of FOCCL, Joseph Modarelli, Past President of FOCCL, Phillip Patton, Treasurer, Lisa Buder, Book Store Manager, Susan Matthes, Chair of the Finance Committee, and Mary Lee, Secretary. Betts determined that there was a quorum.

### 2. Public Comment

There was no public comment.

### 3. For Possible Action - Approval of Meeting Minutes for 12-2-24 and 12-16-24

Joe moved and Phil seconded approval of the 12-2-24 and 12-16-14 Executive Board Meeting Minutes. The Minutes were approved unanimously.

### 4. For Possible Action - Friends of the Carson City Library Business

- a. ***For Possible Action*** - Presentation, discussion, and possible action on the Treasurer's Financial Position and Income/Expense to date for 2024-2025

Sales of books have continued to be above the budgeted amount.

There are still some funds available from special memorial donations for Phyllis Patton and Frieda Ford. The new cameras will be paid for using those funds.

It was discovered that the original bid did not include a camera for the backroom that is used to sort books. The cost of that camera is about \$600.00. Adding that cost to that for the other cameras and wiring was still below the amount the Board had approved for the cameras in December. As a result, no additional vote was required to add that camera.

Phil will have a plaque made to honor Phyllis and Frieda for improving the safety of our customers and volunteers.

- b. ***For Possible Action*** - Presentation, discussion, and possible action regarding the Publicity Task Force.

A page for author events has been added to the Website. A volunteer is needed to help set up the room for author events on Saturdays.

Having the Friends' banner on Carson Street continues to make new customers aware of the Book Store. It has served its purpose well.

d. ***For Possible Action*** - Presentation, discussion, and possible action regarding Meeting Frequency

The Board has been having a Full Board meeting one month and an Executive Board meeting the following month and has rotated the two all year. In reality, the same people tend to be at the meetings each month. Joe moved and Lisa seconded that there will be a general board meeting every month and there will be an executive Board meeting when needed.

5. Information Only - Friends of the Carson City Library and Committee Reports.

a. Information Only – Discussion regarding replacement of cameras and wiring  
The cameras have been installed except for the one for the backroom that was ordered after the rest of the equipment. There is a new monitor for all the cameras behind the front desk.

b. Information Only - Report on Browsers Corner Book Store

The store continues to have sales above the weekly targeted amount. There are 70 crates of books to be taken to the dump. An estimate of the cost to do so is being obtained.

c. Information Only – Executive Board and Committee Reports

Patti Ferguson has been appointed to the position of Historian. There will be a Finance Committee meeting right after this meeting.

6. For Possible Action - Adjournment

The next Board Meeting will be on March 17, 2025, at 1:00 p.m. Joe moved for adjournment. The meeting was adjourned at 11:39 a.m.

Copies of the approved Minutes will be made available at Browsers Corner Book Store, located at 711 E. Washington Street, Carson City, NV 89701, on the store's website, <https://www.friendscclibrary.org> or by contacting [friendsinfo@friendscclibrary.org](mailto:friendsinfo@friendscclibrary.org).