

FOCCL Board Meeting Minutes

Day: Monday

Date: April 21, 2025

Time: Beginning at 1:01 p.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 1:01 p.m.

ATTENDANCE: Betts Markle, President of FOCCL, Joseph Modarelli, Past President of FOCCL, Deb Case, Vice President, 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 the Board Meeting Minutes for 11-18-24 and 3-17-25.

Joe moved and Deb seconded approval for the 11-18-24 and the 3-17-25 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 CY 2025.

Sales of books have continued to be above the budgeted amount. There are no current outstanding debts.

- 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. Two volunteers, Brenda Gundell and John Gann will help set up the room for author events. Joe has agreed to help with set up too. Authors have been selected to speak about their books for every month this year through November. Todd Borg will speak at the Digitorium in October. Because of the size of the crowd for his talk last year the Digitorium will be used instead. It can hold 60 people. Deb will post the list on the author events on the website. Bookmarks have been developed for the talks and will continue to be done. They have helped with publicity.

The Bylaws state there will be a printed newsletter. Currently there are e-blasts on the website and in emails about different activities in addition to the newsletter. Deb has gotten feedback and members prefer the e-blasts to the newsletter. The e-blasts are

timelier and are brief. The Bylaws state there will be a newsletter. Deb proposes removing the newsletter requirement from the bylaws. Deb will write a proposal to change the bylaws and present it at the next Board Meeting.

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

a. Information Only – Discussion regarding replacement of cameras and wiring

All the cameras have been installed. Phil removed the sides of two shelves in the backroom that were blocking the camera's view.

b. Information Only - Report on Browsers Corner Book Store

There is one new volunteer in the Book Store. The store continues to have sales above the weekly targeted amount. One night the alarm was set but the front door was not locked. Someone opened the door after hours. The Sheriff's deputies came to check it out. Volunteers on the last shift of the day will be reminded of procedures. J.C. Crane has been hired and is taking 25 crates to the dump every two weeks and is being paid \$100.00 per trip.

c. Information Only – Executive Board and Committee Reports

Susan sent minutes to Tim at Edward Jones and has not heard from him about the next meeting.

d. Information Only – Board Members' announcements and requests for information

Betts recommended that especially for Phil's Treasurer duties there is a need for a complete job description. It needs to include what software he uses, a list of tasks he performs and how they are done, including reports he runs, filing of income taxes, and the Secretary of State annual report.

There is a possibility that there will be a reduction in funds to libraries from the federal government. IMLS gives money to libraries through a federal block grant. This could mean less programming materials. This does not affect Carson City yet but may affect other Nevada counties.

6. For Possible Action - Adjournment

The next Board Meeting will be on May 19, 2025, at 1:00 p.m. Betts moved for adjournment. The meeting was adjourned at 2:04 p.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.