

Full Board Meeting Minutes Revised

Day: Monday
Date: November 20, 2023
Time: Beginning at 1:00 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 Joseph Modarelli at 1:00 p.m.

ATTENDANCE: Joseph Modarelli, Jeanne Underwood, Phillip Patton, Deb Case, the Chair of the Publicity Task Force, Lisa Buder, Book Store Manager, Daniel LeRoy McGuinness, a new member, Susan Matthes, the Chair of the Finance Committee, Joy Holt, Director of the Carson City Library, and Mary Lee. Joe determined that there was a quorum.

2. Public Comment

There was none.

3. For Possible Action - Approval of Meeting Minutes for 9-18-23

Lisa moved and Deb seconded approval of the 9-18-23 Full Board Meeting Minutes. 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 2023.

Sales of books have continued to do well and have exceeded their estimates. The Treasurer has paid three bills that were not included in the budget, but have been approved by the Board. The bills were for the new Website, the Carson Street banner, and spraying for black widow spiders outside the building.

b. For Possible Action – Report by the Carson City Library showing progress of each project and successes during the Library fiscal year 2023-2024.

Boonanza, the Halloween event, used under \$1,000 of the Community Program funding. Two thousand six hundred people stopped by the Library's booth. The Library is preparing for the Winter Reading Challenge. There is a new payment computer system the Library is adjusting to. The Library has not used the Friend's funding for other programs yet. It uses the City funds first before using the Friend's funding. It has not used any of the Friend's funds yet for the digital collection. Attendance has been good at all the Library's programs.

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

The banner was hung across Carson Street for several days recently. It was easy to read. Several Store customers commented on seeing it. The Task Force is working on the display starting December 1 in the Library.

Jeanne has done an excellent job creating the brochure.

Joe had written to RAD to notify them of discontinuance of the Website. RAD wrote back and said it would cooperate in the transition of items from the old website to the new one.

Canva, a graphics design tool, has been obtained for the Friends' use with the new Website for free. The new Website is being built with Word Press which is easy to use. A Manual will be developed with instructions on the new Website. There was discussion of having the Website be able to process membership dues payments and having a link to Gian's Magic Carpet Books Website. Joe complimented Deb for all the work the Task Force has done. He noted seeing more publicity in the Carson City Appeal and from the Banner.

- d. ***For Possible Action*** - Presentation, discussion, and possible action regarding the Newsletter.

The Bylaws state a Newsletter will be done quarterly. It has not been done since 2019. Discussion ensued. A newsletter tells what is going on with the organization for its members. It was posted to the Website in the past and was emailed to members with email and sent by post to those without email. Phil motioned and Mary seconded using a part of the new Website as a vehicle for the newsletter. This would be instead of a written newsletter that was sent to members. In addition, helping with the Newsletter would be removed from the membership Application. Motion passed unanimously.

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

a. Information Only - Report on Browsers Corner Book Store

There are two new volunteers and a former volunteer who are working at the Book Store. The Holiday Bazaar is being set up this coming weekend.

b. Information Only - Executive Board and Committee Reports

The Nominating Committee met. Deb Case has been nominated as Vice-President and Mary Lee as Secretary. Phil will send a notice to ask if any other Friends' members would like to run for the Board.

Joe will seek an attorney's review of AB 52 to determine whether FOCCL needs to continue to meet the requirements of the Open Meeting Law.

6. Information Only - Board Members' announcements and requests for information.

The annual meeting has been scheduled for January 27, 2024. A 25% deposit will be paid in December. As usual, the meeting will be held at the Carson Plaza Events Center. The menu will be Italian, like last year.

7. For Possible Action - Adjournment

Jeanne moved for adjournment. Meeting was adjourned at 2:24 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 or by contacting friendsinfo@friendscclibrary.org.