

Full Board Meeting Minutes Revised

Day: Monday
Date: May 20, 2024
Time: Beginning at 1:11 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 1:11 p.m.

ATTENDANCE: Joseph Modarelli, President of FOCCL, Deb Case, Vice President, Phillip Patton, Treasurer, Lisa Buder, Book Store Manager, Susan Matthes, the Chair of the Finance Committee, Joy Holt, Director of the Carson City Library, and Mary Lee, Secretary. Joe determined that there was a quorum.

2. Public Comment

There was no public comment.

3. For Possible Action - Approval of Meeting Minutes for 3-18-24

Deb moved and Phil seconded approval of the 3-18-24 Full 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 and Proposal for Building Rent from 6/2024 through 5/2027.

Sales of books have continued to do well and are above of the budgeted amount and there is enough money available to make the contribution to the Library in July.

The owner of the building has decided to raise the rent by 200.00 a month in each of the next three years. He is raising rents so all his rentals will eventually pay at the current market value in Carson City. He stated that we were paying well below the market value. He had been raising the rent \$50.00 per month per year for the past three years. The Lease Agreement is on file. It states that we would be responsible for snow removal. Phil checked with the owner and that was in error. The owner will continue to provide snow removal. We will continue to be responsible for the landscaping and weeding of the parking lot.

Phil moved and Deb seconded that we sign the Lease Agreement for three years. Motion passed unanimously.

- b. ***For Possible Action*** - Presentation and Proposal of the Carson City Library for FOCCL funding in Fiscal Year 2025.

Joy discussed all the programs which are funded in whole or in part with money from FOCCL. The proposal for funding and amount requested is on file.

The FOCCL funds help pay for raffle prizes and program expenses for the Summer Reading Program. Participants log the number of minutes that they read. Last year the program logged 715,448 minutes for 493 readers. The goal for this year will be 800,000 minutes and it will run two weeks longer than last year. It starts right after school ends for the summer and runs for 2 ½ months. Additional funding is requested this year to provide some new and better book selections and completion takeaway bags.

Programming and Outreach including purchasing of supplies for story times and regular programs has helped attendance growth and greater participant satisfaction. Program partners in the community include The Children’s Cabinet, the Boys and Girls Club, the Senior Center, Nevada Humanities, UNR Extension, the Carson City School District, the Carson City Parks, recreation and Open Space, Greenhouse Garden Center, Carson City Health and Human Services, KNVC, and the Carson City Department of Juvenile Services. Plans include reviving the You Tube channel by filming story times, book reviews and other programming.

The digital collection on Libby provides a wide range of titles. The program grew by 13 percent from 2022 to 2023. There is an average of 5 holds per book meaning it may take 4-5 months for a book to be available on Libby. The goal is to reduce the wait time.

The Baker and Taylor lease program leases popular fiction books. Most of the funding goes for adult books and some goes for youth books. The Library maintains a collection of large print books and requests funds to continue to grow and improve this collection. Capital City Reads in April is a city-wide reading program. Funds are used to purchase paper and digital copies of the book. This year the book was *A Gentleman in Moscow* by Amor Towles.

Mary moved and Lisa seconded that FOCCL pay the Library the requested amount for all these programs (\$55,000) in July. Motion passed unanimously.

- c. ***For Possible Action*** – Report of the Carson City Library showing progress of each project and successes during the Library fiscal year.

There are two vacancies on the 5-person Library Board. Members serve for four years. Candidates are interviewed and then appointed by the Library. Progress and successes were discussed as part of the budget proposal.

- d. ***For Possible Action*** - Presentation, discussion, and possible action regarding the Publicity Task Force.
A high school student has been added as an intern to help with the website and social media.

There was an author event last Saturday for children to do papercraft with the author, April Stott. There was a Carson City recreation event the same day which may have contributed to a poor turnout.

Future authors are Kincade Joseph on June 21 at 5:30 p.m.; Todd Borg on July 29 at 6:00 p.m. (this may change to 7/30 and be held at the Library); Nancy Scott on 8/16 at 5:30 p.m.; and Robert Drews in September.

The Newsletter will be published in June and December. The June issue will include a Message from the Board president, news from the Book Store Manager, information about special events, a call for crafters for the holiday bazaar, and upcoming sales. It was decided that it will no longer be called The FOCCL Focus.

- e. **For Possible Action** - Presentation, discussion, and possible action regarding the Possible New Logo for FOCCL

A graphic design student created a new logo for the Friends of the Library. It would be expensive to switch all the media to a new logo. Lisa moved and Deb seconded the motion to send a Thank you note to the student and provide him with a coupon for three free books from the Book Store. Motion passed unanimously.

- f. **For Possible Action** - Presentation, discussion, and possible action regarding Legal Representation.

It appears we need a consultant for the Friends of the Library to answer legal questions and provide advice. We hope to find an attorney who will do this pro bono. We cannot use the Library's legal representative, who is a City employee. Others in the community who might know of a possible attorney will be contacted. Legal Aide was contacted. Their pro bono attorney resigned recently. The Supreme Court Law Library will be contacted.

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

- a. Information Only - Report on Browsers Corner Book Store

One Book Store volunteer is going back to school and a new one is starting training. The Store is doing well financially and has been receiving a lot of book donations.

- b. Information Only - Executive Board and Committee Reports

There is a contract with Gian Raviolo who sells books online for the Book Store. A person has complained that Gian has an exclusive contract and other should be allowed to have similar contracts to Gian. Mary will send an email stating we are not required to have contracts with any other booksellers besides Gian. Others can purchase books at the store and sell them online as some booksellers already do.

The By Laws need to be reviewed to see if there are any needed changes.

6. For Possible Action - Adjournment

Lisa moved for adjournment. Meeting was adjourned at 3:00 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.friendsclibrary.org> or by contacting friendsinfo@friendsclibrary.org.