

**Friends of the Etna Library
Monthly Meeting
April 9, 2018**

Present: Roz Squair, Peggy Whipple, Betty Petry, Carol Williams, Heidi Carver, and Kay McKee

The meeting was called to order at 1:10 p.m. by President Roz Squair.

Minutes: Minutes from the last meeting were reviewed. Writers Night in the second paragraph of the Potpourri was corrected to Scott Valley Annual Writing Contest. Peggy moved the minutes be approved and Kay seconded the motion. **MC**

Treasurer's Report: Heidi presented the March 2018 Treasurer's Report. The beginning balance was \$5,207.18. We had income of \$875.34 and expenses of \$626.01. We received \$280.00 in donations and an additional donation of \$340.44 for incentives earnings from Giving Tuesday. Expenses included \$334.87 for payroll and \$160.43 for power. Credits on the incorrect propane bills have been made to the account. Ending balance for March was \$5,456.51. Amazon sent \$25.26 and PayPal sent \$70.00 for book sales so the balance of the Friends' book account is now \$1457.78. Carol moved we accept the March Treasurer's report, and Betty seconded the motion. **MC**

President's Potpourri: Our old printer was given away and the new printer is doing well. There have been no problems reported with the new printer, except Carol has an issue with it not doing automatic duplexing when printing from a computer. She is going to research this issue further. Roz asked how ZIP books are going. We have received a few returned ZIP books with their receipts to forward to Tech Services.

Roz noted now that Greta has moved we should send her a thank you for handling the school art from the elementary school that is posted in the library. Carol will now take over collecting the art from the elementary school and posting it. Roz will take care of this. Roz advised Barbara C is having surgery. It was decided that Roz will get pick up a card and a little something for Barbara.

OLD BUSINESS

Garden Project: Roz stated that Jeffy is also interested in helping with the gardening efforts. Jeffy will contact the Padilla's, who also want to help, and put together some gardening plans.

Membership Campaign: The membership letters/applications went out with the Etna water bills. Roz is also in the process of contacting members not on Etna water for renewal. She handed out letters to appropriate people at the meeting. We currently have 132 members.

School Art Display: Now that Greta has moved, Carol will take over picking up and posting the art work from Etna Elementary. Before, Greta was picking it up, and Carol was posting it. The next pickup is April 16. Greta stopped picking up art work from Fort Jones.

Scott Valley Chamber Membership: Peggy moved we pay the dues to retain membership (if it is now due). After some discussion, Betty seconded the motion. **MC** Carol was assigned to check with the Chamber to see if the Friends owe dues and then let Peggy know.

Vestal Meeting: Betty advised the Vestal Meeting has been rescheduled to next Tuesday, April 17.

NEW BUSINESS

Library Manager Position: Roz will be notifying Paula Basteyns that she is being offered the Library Manager position for the Etna and Fort Jones Libraries and find out how soon she can start.

Library Week: Library Week started yesterday, April 8 and runs through April 14. Our Membership Campaign was timed to run during April because of Library Week. Also, the SVL Annual Writing Contest Anthology is now displayed. A sign has been put up in the library window, but no activities have been planned. Maybe next year we will have some activities.

Book Return Drop: Roz had some information on drop boxes for sale. After some discussion, it was decided the current drop box will probably just need a new lock in the future. Roz will provide some foam padding to put in the basket inside the drop box to further pad the books when dropped. Carol noted the basket needs to be pushed to the back of the box or books drop behind the basket.

Handicap Railing, Ramp and Parking Space: Betty noted that the railing needs to be painted. She volunteered to paint it once it is determined what kind of paint to use. It appears there are no problems with the ramp and parking space, except for maybe repainting the handicap emblem on the ground for parking. Roz will be talking to the City about this.

Other Items: The cost of adding two administrative hours a week for the new Library Manager was discussed. Heidi will email Roz the additional payrolls costs. This won't be decided until Paula has gone through training and is working on her own.

After some discussion, it was decided to skip our May meeting. The next meeting will be on June 11.

Meeting was adjourned at 2:40 p.m.

Respectfully Submitted,

Carol Williams, Secretary

Next Meeting: June 11, 2018