

## **Friends of the Etna Library Monthly Meeting October 8, 2018**

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

The meeting was called to order at 1:05 p.m. by President Roz Squair.

**Minutes:** Minutes from the last meeting on September 10 were reviewed. Betty moved the minutes be approved, and Peggy seconded the motion. **MC**

**Treasurer's Report:** Heidi presented the September 2018 Treasurer's Report. The beginning balance was \$7,908.56. We had income of \$7,709.93 and expenses of \$1,349.12. We received \$5000.00 from the City of Etna, \$2000 from Siskiyou County and \$437.93 from Ray's for the third quarter. Expenses included \$763.30 for payroll and \$250.32 for power. A transfer of \$5000 was made to Stifel. The ending balance for September was \$9,269.37.

The beginning balance of the Friends' book account was \$1,689.57. We received \$13.35 from Amazon and \$75.00 from PayPal. The balance is now \$1,777.92. The Raley's account balance was \$166.34. A total of \$45 in unused dollar coins was received from Fort Jones. The Raley's account balance is now \$211.34. The Ray's Account balance was \$9113.93. We received \$437.93 from Ray's for the third quarter and spent \$14.98 on September subscriptions so the balance is now \$9536.88. The beginning balance of the Story Time Fund was \$329.70, expenses \$23.19, for an ending balance of \$306.51

After some discussion, it was decided that Peggy will transfer \$2000 to our Stifel Account.

**President's Potpourri:** Roz suggested we should be promoting sign up for Ray's accounts. Betty mentioned that the Fort Jones Ray's has a banner up advising how much they have donated to non-profit organizations. The Etna Ray's does not. After some discussion, it was decided the Barbara C. will check with the Etna Ray's about any banners or flyers they may have that we can use.

We have voted to put a sign up above the meeting room door saying something like, "Lisa Wright Bacon Room". Now we need to check on prices for a sign. Roz advised she has someone she can speak to at her next Lions' meeting about the cost.

**Library Manager's Report:** Paula advised she forgot to tell us the Zip Book money has been used up, all \$12,000 of it. More has not been approved at this time. Patrons can still request the library purchase a book. The application for the Pilcrow Grant (which replaced the Libra Grant) was completed and mailed on September 27. If we receive the grant, we choose from their list of books. If we buy \$400 worth of books, they pay us \$800 to buy more from their list.

Story Time has been changed to Wednesdays at 12:30. This is just after preschool lets out so, hopefully, we will have a better turn out. Aubrie Palmer has volunteered to do Story Time and Monnica O'Grady will fill in if needed.

Etna PAL is having a Main Street Halloween Festival on October 31<sup>st</sup>. After some discussion, it was agreed Paula, dressed as a witch, can open the meeting room for trick-or-treat from 5:30 p.m. to 8:30 p.m. Roz and Carol will also dress up and be her helpers.

Paula will be visiting Etna Elementary School to speak to the teachers about scheduling visits to the library. The S.A.F.E. Program (after school) will visit Thursday, November 8<sup>th</sup> for a craft and story. Paula advised she gave the library key Greta returned to Bev Gozzarino. We discussed who has keys and who doesn't. We maintain a list of everyone who has keys on the Volunteer List. Paula returned \$100 in dollar

coins that weren't used for Story Time.

## **OLD BUSINESS**

**Melissa Bacon Memorial Fund Project:** Discussed above.

**Garden Project:** The soil has been conditioned. Glenn Gussman helped Peggy with digging and removing some tree roots.

**Library Cleaning Person:** Jeannie Flaherty is the new cleaning person. A job description has been prepared and contract information will be added to it for signature. The previous cleaning person was paid for one hour a week. Peggy will talk to Jeannie about limiting her work to 1 to 1 ½ hours per week.

## **NEW BUSINESS**

**Literary Bags of Books:** Roz advised she got the idea for Literary Bags of Books from the Gooding, Idaho library during a visit. They provide a bag of books with additional items to check out. The child gets to play with the items and read the books, then it is returned to the library. There are numerous different themes such as dinosaurs, princesses, animals, and birds. For example, the princess bag may come with some princess figurines and books about princesses. There are 5 to 10 books in a backpack type bag. This would be something that can be checked out just in Etna and must be returned to Etna. Roz, Barbara and Carol will help with this project. Nancy Silva will help with any information we need.

**Fall Leaf Maintenance:** After some discussion, it was decided that Roz, Carol and Kay will help rake leaves when needed, probably within the next couple weeks. The gutters also need to be cleaned.

**Fall Season Activities:** We have already discussed Halloween. Possibly opening the meeting room for the Veterans' Day Parade was discussed. It was decided not to open the room. Roz mentioned the Scott Valley Lions will probably have a Christmas Sale on the day of the parade again, and the money made will go to the library to match the Pilcrow Grant.

**Library Manager Review:** Roz and Barbara C. will schedule a 6-month review with Paula and report on the results at the next meeting.

**Other Items:** We will hold nominations for officers at the next meeting.

Betty advised there is a Vestal Meeting next Tuesday. They will be voting on 5 possible projects proposed by Michael to be funded with money from Vestal and completed by 12/31/2019. 1) Thermal Printers for staff computers by spring, 2019. 2) Bar Code Scanners for public computers by November 2018. 3) People Counters by winter, 2019. 4) Shelf displays which are ongoing. and 5) Accessibility Project – Yreka needs ADA bathrooms. We agreed the vote should be yes on bar code scanners and shelf displays.

Meeting was adjourned at 2:55 p.m.

Respectfully Submitted,

Carol Williams, Secretary

**Next Meeting:** November 12, 2018