

South San Francisco Friends of the Library Meeting Minutes for Tuesday, July 9, 2024 at 6:00 p.m.

The South San Francisco Friends of the Library (SSF FOL) held their Quarterly Meeting on Tuesday, July 9, 2024. The meeting was held at the Library/Parks & Recreation Center located at 901 Civic Campus Way, in the 2nd Floor Community Room.

OPENING: The meeting was called to order at 6:05 pm by President Armando Altamirano.

PRESENT: President Armando Altamirano, Treasurer Gail Davison, Secretary Julie Baldocchi, Membership Ramona Altamirano, Library Director Valerie Sommer, Assistant Library Director/FOL Liaison Adam Elsholz, Sheila Musselman, Leslie Fong, Becky Bayardo, Cathy Dick, Ruth DeNardi, Karyl Masumoto, Oswald Rojas, Carol Fay and Joanne Gordon

REPORTS

President's Report by Armando Altamirano

A big thank you to our volunteers Michelle Chin and her children Benjamin and Samantha who have been helping to price and restock the bookstore. Book donations have increased and we are currently receiving approximately 100 books daily. Our storage is full and the volunteers are diligently working to move books quickly. We are working with third party vendors to sell books. Project Read volunteers have been helping to move boxes with books to the storage area.

Treasurer's Report by Gail Davison

- Income (4/1/2024 to 6/30/2024 = \$67,184.44
- Disbursements (4/1/2024 to 6/30/2024) = \$2,975.00
- Checking Account balance 6/30/2024 = \$88,651.20
- Savings Account balance 6/30/2024 = \$20,002.20
- Investment Account Value 6/30/2024 = \$504,791.22
- CD Investment Value 6/30/2024 = \$99,979.63

Secretary's Report by Julie Baldocchi

Reported she is working with the library staff to update the FOL website as part of a citywide computer update set to go live on Monday, 7/15/2024.

Membership Report by Ramona Altamirano

Total membership dues received = \$30.00 in the Second Quarter (4/1/2024 to 6/30/2024). We have a total of 66 individual active members. Suggestion to consider a small increase to our membership donations fees to go in effect 1/1/2025 and is interested in asking new members how they learned about FOL.

CD and DVD Donations and Sales by Becky Bayardo

Donations have slowed down. A special thank you to our volunteers Dalia Grybinas, Cathy Dick and Carol Fay for their and hard work in keeping the donations sorted, the bookstore organized and books rotating.

Library Director's Report by Valerie Sommer

Director Sommer invited FOL to participate in the Concert the Park on Saturday, 9/21/2024 from 10 am to 4 pm. Project Read Annual Trivia Challenge is set for Friday, 11/15/2024. There is a 15% increase in library cards holders and an increase of 36% in circulation year of year (2023-2024). Upcoming programs supported by FOL: Creative Café Adult Program scheduled every Wednesday at 11 am and Author Talk with local author Ava Marie Romero is scheduled for Thursday, 7/25 at 6 pm. Both programs given the Main Library.

Presentations by Library Staff

The Grand Avenue Library Programs presentation was rescheduled for our next quarterly meeting.

Library Requests for the Third Quarter 2024 presented by Adam Elsholz

Funding request for:

Adult Crafternoon (3-month supplies)	\$250.00
Cubelets Curiosity Set	\$438.42
Community Room Foosball Table	\$153.82
Foldable Work Bench	\$131.85
Storytime supplies (3-month supplies)	\$500.00
Children's Programming for Fall Events	\$800.00
Adult Programming for Fall Events	\$800.00
Grand Programming for Fall Events	\$800.00
<u>Library Card Sign-Up Month giveaways</u>	<u>\$600.00</u>
Total Request	\$4,474.09

Total Request for the Third Quarter (4/1/2024 to 6/30/2024) = \$4,474.09

It was moved, seconded and unanimously approved by general vote by those attending to donate \$4,474.09 to the library. Member Mastumoto suggested that in the future the requests be listed by priority and also requested that staff consider getting sponsorships from local non-profits to sponsor the equipment.

Membership/Public Comments

Member DeNardi asked how membership is managed. Membership is managed on a rolling basis throughout the year. She expressed concern that fairly new books were being sold to third person vendors who resell them at a profit denying our community members the opportunity to purchase books at \$2.00/each. The subject of continuing to sell donated items to third party vendors was put to a vote by membership and was unanimously approved. Member DeNardi asked about old and musty books being received and sold in our bookstore. Books not in sellable condition are disposed of. Member volunteers Cathy Dick and Carol Fay review incoming book donations and set aside any items that do not meet the criteria for sale in the bookstore. Member DeNardi also suggested that we put a thank you message for donations on our website and update the materials donation section regarding appropriate donations. There was agreement that the website would be updated.

Announcements and Adjournment

The next SSF FOL Quarterly Meeting will be held on Tuesday, October 8, 2024 in the same room.

The meeting was adjourned by President Armando Altamirano at 6:50 p.m.

Respectfully submitted by,

Julie Baldocchi
Secretary

The South San Francisco Friends of the Library is a nonprofit, tax-exempt organization under sections 501(c)(3) Federal Tax ID #74-3116201.