

FOML Board Meeting – February 7, 2024

10:00 am

Minutes

Attendees: Karen Armendariz, Ling Chen, Rosemary Joy, Charles Key, Nonie McDonald, Melanie McInerney, Kelly McKean, Catherine Pelizzari

1. Adoption of agenda

Charles Key moved, and Melanie McInerney seconded the motion to adopt the agenda as amended, with the addition of item 3(a), passed with all ayes.

2. Approval of minutes of October 18, 2023, meeting

Melanie McInerney moved, and Rosemary Joy seconded the motion to approve the minutes of the previous meeting; passed with all ayes.

3. Treasurer's report

Karen Armendariz presented the Treasurer's report.

The bank balance in the Citibank checking account as of the current date is \$55,082. Karen suggested that the CD be restarted in July because of the higher interest rate offered then.

3(a) The volunteer status rewards were reset to \$250, \$300, and \$350.

Rosemary moved and Charles seconded the motion to accept the treasurer's report, passed with all ayes.

4. Scheduling a specially-priced items sale in August

The sale dates were set for August 24-25, when other activities will be bringing more people to the library. This sale will be held in the former computer room (no new name for it yet). The June sale flier will have a coupon for this sale offering \$5 off on a minimum \$10 purchase. Charles moved and Melanie seconded a motion to go ahead with this sale. Passed with all ayes.

5. Preparation for March sale

- a) Advertising: Chamber of Commerce (Charles), member flyers (Melanie), electronic bulletin board (staff), A-Frame signs (Nonie), NextDoor (Charles, Keith Scott, staff)
- b) Signs: interior flyers (Charles will provide text, staff will make and distribute), signs for sign holders (Kelly), banners (Charles)
- c) Price signs (Charles and staff)
- d) Bookmarks with dates of next sales: (Charles and Melanie)
- e) Room and cashier table set-up: (staff and volunteers for room, Nonie for cashier table)
- g) Bags: (Nonie will order if needed)
- h) Contact adult/student volunteers: (Rosemary and Nonie)

6. Signups for working sale

Nonie has sent out an online sign-up sheet.

7. Community Librarian report

Kelly McKean reported that:

- a) The Milpitas Library's 15th Anniversary celebrations were well received. Thank-you to FOML for your support.
- b) We had a special storytime featuring Elephant and Piggie characters, a magician and balloon artist, and a concert with the SCCLD Battle of the Bands winners. We had a great attendance and the celebrations were enjoyed by all.
- c) Adult programs - our adult librarians have been busy with increasing the amount of adult programs offered. We have had a series of music concerts, creative writing workshops, journaling, craft activities, and more.

- d) Computer Training Room - This room has been renovated and no longer has desktop PCs. We will be outfitting it with new tables to create a more flexible space that can be used for library programming. Friends will be able to use this in August for the special book sale.
- e) Playspace - At the Annual SCCLD Forum on the weekend, the timeline for Storybook Santa Clara was introduced. We are expecting to see an opening in October for Milpitas.
- f) Storywalk - We are working with the city on a potential installation of a Storywalk in one of our local parks.

8. Next board meeting date and location

Our next meeting will take place at 10 am on Wednesday, May 15, 2024, in the usual library meeting room.

9. Adjournment – Rosemary moved and Charles seconded the motion to adjourn the meeting. Passed with all ayes.