

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

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

The meeting was called to order by President Armando Altamirano at 6:05 p.m.

- **Officers Present:** Armando Altamirano (President), Gail Davison (Treasurer), Julie Baldocchi (Secretary) and Ramona Altamirano (Membership) and Eleanor Breite (Member At Large)
- **Officers Absent/Excused:** Members at Large: Margaret Abdilova and Jean Graham
- **Members Present:** Dalia Grybinas, Sheila Musselman, Leslie Fong, Becky Bayardo, Michele Chin, Cathy Dick and Ruth DeNardi
- **Library Staff Present:** Valerie Sommer (Library Director) and Adam Elsholz, Assistant Library Director/FOL Liaison and Library Assistants: Devin Morse and Monte Gordon

Reports:

President's Report by Armando Altamirano

One minute of silence was taken in memory of Member Pat FitzPatrick. Pat donated her sci-fi book collection to FOL. Fifty-three books were acceptable to be sold at the bookstore and the balance was sold to Borderland Books for \$150.00. It was moved, seconded and unanimously approved by general vote by those attending to donate \$75.00 of the \$150.00 to Project Read in memory of Pat FitzPatrick. The first quarter has been busy with a focus on organizing the storage room and bookstore and creating processes so that donations can be received, sorted and moved. A generous \$500.00 donation was received from Elaine Chan and a thank you note will be sent to the donor.

Treasurer's Report by Gail Davison

Income (1/1/2024 to 3/31/2024) = \$3,161.36
Disbursements (1/1/2024 to 3/31/2024) = \$25,329.00
Balance - Checking Account 3/31/2024 = \$24,241.76
Balance – Savings Account Balance 3/31/2024 = \$20,000.48
Balance - Investment Account 3/31/2024 = \$505,814.60
CD Investment Value 3/31/2021 = \$100,083.54

Secretary's Report by Julie Baldocchi

Agenda corrected to add Library Assistant Monte Gordon to agenda item 5b. Moving forward the meeting agenda will be included with the reminder email for the Quarterly Membership Meetings and meeting minutes will be ready to post online within two (2) weeks after the meeting. With the help of library staff, a list was created of FOL supported programs, events, services, classes & workshops.

Membership Report by Ramona Altamirano

Total membership dues received = 165.00 in the First Quarter (1/1/2024 to 3/31/2024).
To date we have a total of 53 active members.

CD and DVD Donations and Sales by Becky Bayardo

Five (5) bags totaling 393 blue ray DVDs in good/new condition were dropped off at the front desk. A substantial amount has already been sold at \$2.00 each.

Library Director's Report by Valerie Sommer

Over 1500 people attended the 8th Annual Peninsula Libraries Comic Arts Fest (PLCAF) on April 6th. National Library Week began on Sunday April 7th and will run through Saturday, April 13th. A special invitation to attend Author Talk with Kate Zernike in conversation with Christine Pelosi schedule for Thursday, April 11 in the City

Council Chambers. The library has been advised of potential budget cuts for the upcoming fiscal year however it is too early to know what programs will be impacted→

Library Requests for the Second Quarter 2024 presented by Adam Elsholz

Funding request for:

- \$1,150.00 requested for Summer Reading
- \$ 150.00 requested for Science Skeleton
- \$ 500.00 requested for Storytime crafts
- \$ 600.00 requested for Makerspace supplies

Total Request for the Second Quarter (April 1, 2024 to June 30, 2024) = \$2,400.00

It was moved, seconded and unanimously approved by general vote by those attending to donate \$2,400.00 to the library.

Presentations by Library Staff

Assistant Library Director Adam Elsholz gave an overview of the new City website which is anticipated to go live in June/July. Adam presented online payment processing options with fee structures FOL can use for online membership/donations. Discussion ensued concerning the loss of profit /impact to funds if FOL decided to use payment options that charge fees versus making options easily available for potential members/donors online. All agreed for further discussion on how to best proceed. Request made to update Letters to Membership.

Library Assistants Monte Gordon and Devin Morse spoke about the Make Your Own Didley Bow Program. Devin demonstrated his hand made didley bow and played music. Also shared: Happy Lunar New Year Makers Space item made by Isabella Chang and spoon painting by Carol Chen.

Discussion re: low program attendance at the Grand Ave Library and how to do more community outreach. Library Director Valerie Sommer suggested we invite a representative from the Grand Avenue Library to our next FOL meeting to discuss programs, attendance and promotion. All agreed.

Membership/Public Comments

Member Ruth DeNardi expressed concern about the absence of Member At Large Margaret Abdilova. She expressed that Margaret was a dedicated FOL volunteer for many years and missed working with her. She appreciated Margaret's friendliness and her passion for the Friend's organization. It was suggested that a hand written note be sent to Margaret to let her know we are thinking about her. Member DeNardi stressed volunteers need to be treated with respect and that a happy and positive environment needs to be created so that volunteers feel welcome. Thank you to the staff for providing an air purifier for the FOL storage room

Announcements and Adjournment

President Altamirano thanked the following volunteers for the great job they did organizing and alphabetizing the books in the storage/bookstore: Ramona Altamirano, Becky Bayardo, Michele Chin, Ruth DeNardi, Cathy Dick, Carol Fay, Dalia Grybinas, Karyl Matsumoto. FOL is made up of 100% volunteers and their hard work is appreciated and necessary for our continued success. Karyl Masumoto will not be available to volunteer for a while as she is helping with a friend's campaign.

The next SSF FOL meeting will be held on Tuesday, July 9, 2024 in the same room

The meeting was adjourned by President Armando Altamirano at 7:25 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.