

Board of Friends of the Dana Point Library Minutes
Wednesday 19th August 2015 at 5:00 PM
Community Hall, Dana Point Library

1. Opening & Roll Call.

Present: Paul Strauss (PS) – Chair and Note taker; Cubby Rayfield (CR), Kat Quinn (KQ), Juliette Ravenelle (JR), Jackie Craver (JC). *Also:* Susan Pina (SP)

Apologies: Karla Sander, Simone Stoecker-Beumer.

2. Confirmation of Minutes of Previous Meeting

Having been circulated they were proposed and accepted as read.

3. New Business

1. Barbara Anderson RIP

On the passing of Barbara Anderson the Board affirmed the note of condolence sent by PS to her family

Resolved unanimously that: a memorial plaque in memory of Barbara be attached to the teak bench at the entrance of the library, and this resolution be carried to her family.

A donation box to the memory of Barbara has been established in the bookstore. The money will be given to the Friends and her family so informed.

2. Establishing Purchasing Goals for the Library (SP) 20'

As requested SP presented a wish list of upgrades to various parts of the library - see attached. The Board discussed various components of the list and:

Resolved unanimously that: a sum of up-to \$10,000 be set aside for spending on items on the list and additional items as the need arises as determined by the Branch Librarian.

4. Unfinished Business

1. Semi-annual General meeting – planning and arrangements

PS presented the proposed agenda for discussion. No changes were proposed.

JC will take care of the refreshments

5. Report of Officers:

1. President:

Internet sales July - Sales \$1285.69 Costs \$405.02 ; Profit \$880.67. # of books 38: Profit average \$23.18/book

Jan-July 2015: Sales \$8297; Costs \$2729; Profit \$5568

2. PS will be absent overseas from October 15 through end November 2015. The vice-president will chair the October and November meetings

3. Vice-president

Not present

4. Secretary

Not present

5. Treasurer:

1. The treasurer submitted her monthly reports and noted that after taking advice passed journal entries to remove the ongoing entries resulting from

the previous closing of US Bank and transfer of the balances to the Wells-Fargo account. Also that the large income during July and reduced spending resulted in an excess of \$2069.87. Total Liabilities & Equity are currently \$34,386.66. In order to save a monthly fee at the Bank the treasurer has recommended that we open a savings account. This was agreed on

2. *Requests from Librarian for disbursements were approved*

Collections Acquisitions \$2800;

6. Report from the Committees

1. Bookstore Committee (JR) - no report

2. Annual Sale – Planning & Staffing Betsy Evans leading this event.

3. Membership and Development Committee (KS)) - no report

Membership application forms/Bookmarks PS presented these contained within a blue-painted wooden box with a logo “Be a Friend!” on the one side. These were accepted with acclaim. SP will look into providing one bookmark with each outgoing book-set issued at the library.

4. Communications Committee (KS)) - no report

7. Meeting adjournment

The meeting was adjourned at 6.25 PM until 16Septemeber2015

Signed

Paul Strauss President

Date:

Simone Stoecker-Beaumer Secretary

Date: