

Board of Friends of the Dana Point Library

Minutes 18th March 2015

Call to order

The President called to order the regular meeting of the Board of the Friends of the Dana Point Library at 5pm at Community Hall, Dana Point Library.

I. Roll call

Simone Stoecker-Beumer conducted a roll call. The following persons were present: Board members: Paul Strauss-PS, Karla Sanders-KS, Cubby Rayfield-CR, Kat Quinn-KQ, Simone Stoecker-Beumer-SB. Apologies: Juliette Ravenelle, Barbara Anderson.

Dana Point Library: Susan Pina-SP, Maggie Villalobos-MV

Theresa Cummins for G/M Business Interiors

II. Approval of minutes

Paul Strauss read the minutes from the last meeting. The minutes were approved as read.

New Business:

1) Proposal to support to new furniture for the Library.

SP introduced Theresa Cummins from G/M Business Interiors.

SP and MV had worked closely with Theresa Cummins choosing furniture for the library and the community room and presented a first design plan.

Materials, various design aspects and flexibility of furniture were discussed.

- a) The Board agreed that the general design direction was acceptable but it was pointed out that special emphasis should be taken on the tables. In order to be up to date in the future, tables should be separate but connectible to utilize share electrical, thus insuring flexible usage. If possible all tables should have an electrical output, since the usage of electronic devices is only going to increase in the future.
 - b) The Board agreed that the furniture should be installed in one go.
 - c) The Board came to the conclusion that it would be able to fund the new furniture with \$85.000 to \$90.000.
 - d) PS suggested asking the County to carry the substantial sales tax.
 - e) CR motioned to keep \$10.000 as a reserve. KS seconded and the motion was unanimously carried.
- 2) A calendar for the library's children's program was requested.
 - 3) Juliette Ravenelle was officially announced as the new bookstore manager.

III. Unfinished Business

a) Membership and Development Committee

The by-laws of the Friends of the Dana Point Library call for the establishment of a Membership and Development Committee and a Communication Committee. PS proposed KS as Director of the Membership and Development Committee. The Director will give progress reports to the Board.

IV. Report of Officers

1. President:

Internet sales February 2015

Sales: \$ 821.39

Costs: \$ 257.21

Profit: \$ 564.18 Profit average: \$25.64 /book

Transfer of responsibilities during vacation:

KS as Vice-President takes responsibility of the Board related matters.

SB will report Internet sales.

Andrew Strauss is general back up.

2. Vice President: No report

3. Secretary: No report

4. Treasurer:

Tax return report

Requests from Librarian for disbursements

V. Adjournment

The meeting was adjourned at 6.30.

Minutes submitted by: Simone Stoecker-Beumer

Minutes approved by: [Name]