

Friends of the Dana Point Library

Board Meeting Minutes

Wednesday, February 15, 2017 at 5:00 PM

Community Room, Dana Point Library

I. Opening & Roll Call

Karla Sanders, president, called to order the Friends of the Library Board meeting at 5:00 pm on February 15, 2017 at 5:00 pm.

Present: Karla Sanders (President), Cubby Rayfield (Vice President), Julie Shields (Secretary), Kat Quinn (Treasurer), Laura Blasingham (Librarian)

Guests: Lisa Buchner (2017 Board Member), Joanna Schroeder (2017 Board Member)

Apologies: Juliette Ravenelle (Bookstore Manager) – due to illness

II. Confirmation of Minutes of Previous Meeting

Minutes of the meeting from January 18, 2017 were presented by Julie Shields and approved.

III. Unfinished Business

- A.** The Board asked Laura Blasingham when the bookstore awning would be installed. Laura reported that Steve Compton is the project manager. The awning is moving through the purchasing channels, getting prepped and is ready to go. The company has it and is waiting for the green light from the County. (Prior to the last meeting the color was still being approved by the County.) Karla suggested that the Friends' Board withhold funds until the awning is installed. Discussion ensued. The Board voted not to withhold funds at this time.
- B.** Kat Quinn stated that some of the Friends' members had questioned the goal of using funds to replace shelving and carpet in the library. This was a long-range goal suggested in September by Susan Pina (Librarian prior to Laura Blasingham's arrival). Susan had pointed out that the current stacks did not meet specifications. She stated that they are too high and have sharp corners instead of rounded. Laura will check into these needs

to see whether they are safety concerns that need to be addressed by the County immediately or cosmetic issues. Kat Quinn suggested talking to Friends' members and asking them what top 5 things they'd like to see the Friends spend money on. It was suggested that perhaps Juliette could ask the managers at their meeting.

IV. New Business

On March 22nd at 3:30 pm children's author and illustrator, Laura Seeley, will be at the library to promote her book and hold a drawing program for all ages. Laura Seeley is generously donating 15% of her sales to the Friends of the Dana Point Library. There only needs to be a FOL member in attendance. Julie Shields will attend.

V. Reports from the Officers

A. President

Karla Sanders said "Good-bye" to the Friends of the Library Board. (The new Board members begin their official terms on March 1, 2017.) Karla said "Thank you" and expressed how much she has enjoyed working with the responsive members of the Board.

B. Vice President

Cubby Rayfield also said "Good-bye" and "Thank you" to the Board. She expressed her hope that the new Vice President will take over working with the local business merchants.

C. Secretary

Julie explained that, due to family illness and obligations, she needs to resign her position as Secretary on the Friends Board. For now, she will remain on the Board as an "at large" member.

D. Treasurer

1. Kat Quinn presented financial statements for January, 2017.
2. Kat stated that the taxes are finished. She also noted that the invoice for taxes that was received last month was sent in error. A new invoice will be sent.

VI. Report from the Committees

Bookstore Manager – Juliette Ravenelle was not present due to illness.

VII. Librarian

- A. Laura Blasingham presented requests for items that were approved in the 2017 budget. These included \$2,166.64 for collections (Adult \$833.32, Children \$916.66 and Teens \$416.66.) The Board also approved \$600.00 for the Foreign Film Movement and \$500.00 for Literary Orange.
- B. Laura shared a newspaper article about the success of the Library's Adult Coloring Club.
- C. Laura shared information about another special program that the Dana Point Library is offering. This program is a free, three-part class that will teach basic Windows computer skills. These classes are offered on Tuesdays March 7, 14 and 21 from 9:00 to 10:00 am. One goal of these classes is to help those interested in using the Library's computers become more comfortable using them.
- D. Laura provided information about her research for art options in the community room. She shared art that could be purchased at art.com.
 - 1. There were 8 pieces on canvas with an approximate size of 45" x 35."
 - 2. The canvas pieces are all impressionistic works and share a coastal theme. They are not framed and do not have glass over them because light reflects off the glass and can be dangerous.
 - 3. These canvas art works could be easily taken down and put up on the walls of the community room.
 - 4. The estimated cost for these works of art would be approximately \$2,300.00 before taxes.
 - 5. The Board voted not to approve money for the art.com purchase at this time and encouraged Laura to explore other less expensive options.

VIII. Meeting Adjournment

Karla Sanders (President) adjourned the meeting at 5:43 pm.

The next Friends of the Dana Point Library Board Meeting will be held on March 15, 2017 at 5:00 p.m.

Minutes submitted by Julie Shields, Secretary

Minutes approved by:

President: _____

Date: _____

Secretary: _____

Date: _____