

SSF Friends of the Library Meeting
Tuesday, April 11, 2023
6:00 p.m., Main Library

Minutes

The South San Francisco Friends of the Library (SSF FOL) held their Quarterly Meeting on April 11, 2023. The meeting was held at the SSF Main Library in the Maker Space and was brought to order by President Eleanor Breite at 6:00 p.m. This was the first meeting since October 11, 2022; the January 10, 2023, meeting was canceled due to extreme weather.

Officers Present

- Eleanor Breite (President) and Gail Davison (Treasurer). Pat FitzPatrick (Secretary) was excused.
- Members at Large and Membership Chair were present: Margaret Abdilova (Member at Large), Jean Graham (Member at Large), and Joanne Gordon (Membership Chair)
- Library Staff present: Valerie Sommer (Library Director), Stacy Lein (Library Liaison), and Martin Pinol (Youth Poet-in-Residence Coordinator)
- Total attendance, including all members, was seventeen.

1. President's Update (Eleanor Breite)

- a. **May Book Sale** – The next book sale will be held on May 5-7, 2023. On May 4 and by invitation only, there will be a special pre-sale for teachers, library staff and FOL volunteers. Refer to report provided by Margaret Abdilova for details.
- b. **Board Members** – The FOL Board consists of the following roles: President, Treasurer, and Secretary. Members at Large fill a critical role in the FOL as leads for special FOL projects/programs and/or filling in wherever there is a need. Margaret Abdilova presented a vote to appoint Armando Altamirano, a dedicated book sale volunteer, as the third Member at Large. There was a motion to approve, 1st/2nd ayes were given and, by general vote by those attending, all approved the appointment. Armando was given a round of applause.
- c. **2023 Project Read's Trivia Challenge-Date Change** – Due to a conflict, the 2023 Trivia Challenge will be held on Fri., Dec. 8th, instead of the traditional November timing.
- d. **July Quarterly Meeting-Location Change** – In preparation for the move to the new library this fall, Main Library will be closed in late June, and the July FOL meeting will need to be held at the Grand Avenue Library. Eleanor Breite led the discussion on whether or not to hold the July meeting since parking might be an issue at the Grand Avenue Library. Members decided to hold the meeting, as scheduled, on Tues., July 11, at the Grand Avenue Library.

- 2. Membership Update (Joanne Gordon)** – As of 4/11/23, there are 42 paid members, generating \$2,759 in membership donations over the past 12 months.

3. **Library Director Report (Valerie Sommer)**

- a. **New Library** – The new library will open in early fall 2023. Main Library will close in late June in order to provide enough time for packing/move preparation. Due to Main Library's closure, the Grand Avenue Library will have expanded hours. Valerie provided a presentation showing the progress of the new library with visuals of exterior and interior spaces. Members raised concerns about parking: ADA parking spaces will be in the garage under the building; about 200 spaces outdoors. There will be a grand opening and details are forthcoming. FOL has given funding for the opening day celebration (e.g., new books, giveaways, etc.).

4. **Treasurer's Report (Gail Davison)** – Balances as of 3/31/23...

- a. **Checking Account** = \$52,582.19
Disbursements (1/1/23-3/31/23) = \$7,517.60
(Opening Day=\$5,000; Bank Fee for Cashier's Check=\$5.00; Approved Library Funding Requests=\$2,500; Stamps=\$12.60)
- b. **Savings Account** = \$0.48
As of 12/31/22, the savings account balance was \$29,457.84. The SSF FOL had been saving this funding for the new library along with a \$5,000 donation from SummerHill Housing Group which was given to FOL in December 2022 in honor of former City Manager Mike Futrell's contribution to the City of SSF. In January 2023, a cashier's check in the amount of \$34,457.84 was given to the SSF Main Library for the Opening Day of the new Main Library in fall 2023. With a dividend of \$0.48 earned in January (zero dividends in February and March) and the indicated disbursement, the savings account as of 3/31/23 is \$0.48.
- c. **Income (1/1/23-3/31/23)** = \$2,991.74
(Membership Dues=\$335; Lobby Sales=\$2,214.19; Donations=\$442.55)

5. **Library Requests (Stacy Lein)** – Stacy asked for FOL funding for the items below listed. Eleanor presented vote on list, there was a motion to approve, 1st/2nd ayes were given, and, by general vote by those attending, all approved of the request. Gail to write checks. TOTAL=\$4,100

- a. **Summer activities/programs** = \$3,000.00
- b. **Storytime Craft Kits** = \$600.00
- c. **Maker Space Supplies** = \$300.00
- d. **National Library Week** = \$200.00

6. **Youth Poet-in-Residence Program (Martin Pinol)** – Martin Pinol gave a presentation and update on the "Youth Poet-in-Residence" program. This program was two years in the making, supported and funded by the FOL, and highlights one member of our youth community to promote expression and encourage dialogue thru poetry. Our 2022 Poet-in-Residence is Chloe Chou, a sophomore at Westmoor High School, whose poetry book is entitled "The Long Way Home." FOL members were each given a copy of the beautiful book. A celebration of the book release will be held on Fri., April 21, 2023, 5:00 p.m., in the Main Library's Maker Space, and Chloe Chou will be present for a poetry reading. An announcement will be made with the name of the 2023 Youth Poet-in-Residence. This program has been such a success that neighboring community libraries have started their own poet laureate programs.

7. **May Book Sale (Margaret Abilova)**– The next book sale is scheduled for May 5-7, 2023, in the Main Library’s Maker Space. It will be a “fill a bag” sale for \$5.00/bag with a separate Boutique section for valuable books with set prices (these books are not included in the \$5.00 bag sale).

Volunteers are needed to help shoppers, organize books, and tidy up! Several members signed up during the meeting. Contact Margaret via email if willing to volunteer. Joanne Gordon, Membership Chair, distributed a “Call for Volunteers” a couple of weeks ago and will distribute a follow-up call for volunteers within the next few days.

Library staff will handle money transactions.

8. **CD/DVD Sales (Becky Bayardo)** – Recently, there have been huge CD/DVD donations and most of the donations are in mint condition. They quickly sell within a couple of days, providing much income for the FOL. Becky keeps the Main Library Lobby stocked on a regular basis. This is an intensive job and volunteers are welcome to help. ***CD/DVDs are not included in the May Book Sale.***

The next meeting will be held on July 11, 2023, Grand Avenue Library. The meeting was adjourned by President Eleanor Breite at 6:50 p.m.

In the absence of Secretary Pat FitzPatrick, respectfully submitted by...
Joanne Gordon
Membership Chair

SSF FOL is a 501(c)(3) Federal ID #74-36116201