

**South San Francisco Friends of the Library**  
**Meeting Minutes for Tuesday, October 8, 2024 at 6:00 p.m.**

The South San Francisco Friends of the Library (SSF FOL) held their Quarterly Meeting on Tuesday, October, 2024. The meeting was held at the Library/Parks & Recreation Center located at 901 Civic Campus in the Youth Adult Room on the 2<sup>nd</sup> Floor. Location temporarily changed because the Community Room is being used as a Voting Center.

**OPENING:** The meeting was called to order at 6:00 pm by President Armando Altamirano.

**PRESENT:** President Armando Altamirano, Treasurer Gail Davison, Secretary Julie Baldocchi, Member at Large Joanne Gordon, Membership Ramona Altamirano, Library Director Valerie Sommer, Assistant Library Director/FOL Liaison Adam Elsholz, Grand Library Program Manager Elliot Warren, Michele Chin, Brian Malibiran and Becky Bayardo.

## **REPORTS**

### **President's Report by Armando Altamirano**

Welcome back to Library Staff Person Brian Malibiran who returned from parental leave. Congratulations on the birth of his new baby girl Jolinda Marie. This is the last meeting for 2024 and it has been a good year. Material donations and book sales have increased on a monthly basis. Thank you to Becky Bayardo, Cathy Dick, Carol Fay, Dalia Grybinas and Michele Chin for maintaining the bookstore. We also have increased the amount of books donated to Project Read Learning Wheels.

### **Treasurer's Report by Gail Davison**

- Income/Total Receipts (7/1/2024 to 9/30/2024) = \$4,744.22
- Total Disbursements (7/1/2024 to 9/30/2024) = \$64,804.06
- Checking Account balance 9/30/2024 = \$28,591.36
- Savings Account balance 9/30/2024 = \$20,0004.72
- Investment Account Value 9/30/2024 = \$562,939.57
- CD Investment Value 9/30/2024 = \$130,122.91

### **Secretary's Report by Julie Baldocchi**

FOL webpage successfully launched as part of the new City redesign; includes list of programs and services FOL supports with photo content and a link to Library Weekly Newsletter.

### **Membership Report by Ramona Altamirano**

Total membership dues received in the Third Quarter (7/1/2024 to 9/30/2024) = \$400.00. We have a total of 68 individual active members.

### **CD and DVD Donations and Sales by Becky Bayardo**

Thank you to Elliot Warren for his donation of CDs and DVDs. Concern expressed over lack of storage space and people taking books from the bookstore without paying.

### **Library Director's Report by Valerie Sommer**

Director Sommer suggested the signage in the bookstore may confuse patrons because there is a cart identified as "free books" and patrons may mistakenly think that all books in the bookstore are free. October marks one (1) year since the opening of the new Main Library. There have been many new library activities, usage and foot traffic. This month is Filipino-American History Month is a documentary film title, Nurse Unseen, shown on Sunday 10/20/2024 at 1 pm Council Chambers at the Library/Parks & Rec Center

**Project Read 31<sup>st</sup> Annual Trivia Challenge:**

Scheduled for Friday, November 15, 2024. Each year FOL sponsors a high school team. Sponsorship level is \$1,250.00. Amount covers high school volunteers and their chaperones to attend and participate in the event.

Motion made by Julie Baldocchi, seconded by Joanne Gordon and unanimously approved by general vote by those attending to donate \$1,250.00 to sponsor a high school team for this year’s Trivia Challenge.

**Book Sale:**

A book sale is schedule for Saturday, November 16, 2024 from 10:00 AM to 4:00 PM. Patrons can buy a bag of books for \$10.00. Cash sales only. Set up is scheduled for the Friday before. Volunteers needed.

**Nominations of Officers for 2025:**

Joanne Gordon explained SSF FOL bylaws indicate that Nomination of Officers shall be presented at the October meeting for the positions of President, Secretary and Treasurer. All terms are for one year and shall be elected by members present at the January meeting.

Joanne Gordon began by nominating Gail Davison for the position of Treasurer  
Valerie Sommer nominated Julie Baldocchi for the position of Secretary  
Becky Bayardo nominated Armando Altamirano for the position of President.

**Presentations by Library Staff:**

Mr. Elliot Warren, Grand Avenue Library Program Director presented. Mr. Warren thanked the FOL for their support of Grand Avenue Library Programs which support the east side of SSF. He acknowledged the hard work and dedication that goes in to the efforts that make the funding possible. In an effort to grow programs and build community participation efforts by staff are focused on increasing the amount of storytimes, self-directed programs which include hands on learning that incorporate the whole person, play and interactive activities. Craft programs are successful and allow kids to be creative. A new program recently introduced to is STEM Storytime which includes singing, reading and learning of basic concepts in science, technology, engineering and mathematics for children.

**Library Requests for the Fourth Quarter 2024 presented by Adam Elsholz**

Funding request for:

Adult Crafternoon (3-month supplies)	\$150.00
Adult Programming – Winter Events	\$800.00
Children’s Programming – Lunar New Year	\$500.00
Grand Programming – Fall Events	\$800.00
KEVA Contraptions Reaction Kit	\$ 53.84
MakeDo Invent Kit Cardboard Construction System	\$207.67
MakeyMakey STEM Kit	\$769.11
Rigamaig Junior Builder Wooden Engineering Set	\$515.34
Squishy Circuits Deluxe Kit	\$ 82.40
StickTogether Sticker Puzzle	\$445.01
<u>Storytime supplies (3-month supplies)</u>	<u>\$450.00</u>
Total Request	\$4,773.37

**Total Request for the Fourth Quarter (10/12024 to 12/31/2024) = \$4,773.37**

Motion made by Becky Bayardo, seconded by Joanne Gordan and unanimously approved by general vote by those attending to donate \$4,4773.37 to the library.

**Membership/Public Comments:** none

**Announcements and Adjournment**

The next SSF FOL Quarterly Meeting will be held on Tuesday, January 14, 2025. The meeting will be held at the Library/Parks & Recreation Center located at 901 Civic Campus Way, in the 2<sup>nd</sup> Floor Community Room.

The meeting was adjourned by President Armando Altamirano at 6:50 p.m.

The delay in posting the meeting minutes was due to a family emergency and personal illness. The Secretary thanks you for your patience.

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.**