



**FRIENDS OF THE MODESTO LIBRARY
BOARD OF DIRECTORS
CONSENT AGENDA MEETING
3 JUNE 2020**

In this extraordinary time, the officers concluded to forego a face-to-face meeting of the FOML Board of Directors in June. Instead, board members received a consent agenda via email. The following proposals were overwhelmingly approved by a supermajority.

1. Proposed: Friends of the Modesto Library accepts March 2020 Meeting Minutes
2. Proposed: Friends of the Modesto Library accepts Treasurer's Reports as submitted
3. Proposed: Authorize quarterly disbursement of approved library requests in the sum of \$1,000
4. Proposed: Friends of the Modesto Library approves 2020-21 Library Funding Requests, subject to quarterly review and approval.
5. Proposed: Friends of the Modesto Library adopts proposed 2020-21 Annual Operating Budget

(Appended are corresponding documents for items 2-5.)

Reports were submitted with the email ballot.

President's Report – Denise Nordell

Thank you for your continued support during this unprecedented time. A few updates regarding the Library as they related to FOML participation:

The Used Book Sale will be rescheduled in the Fall. This results in lost revenue for 2019-20 but double the income for the coming year, as we will have two sales during the fiscal year.

The April Barnes & Noble book fair was canceled but will be rescheduled in the Fall.

Summer Reading Challenge will proceed, but in a no/low contact scenario. Participants will sign up online; weekly prizes will not be given. Instead, all participants will receive a goodie bag which they will pick up, perhaps at a drive-through kiosk.

The Stanislaus County Fair is cancelled; no FOML book donation as planned.

Ellen has compiled a list of lapsed memberships and we are contacting each of them with requests to renew.

Again, thank you for your flexibility and understanding. Let's use this "pause" to gather our strength... it's going to be a busy Fall and all hands will be needed!

Gratefully, Denise

Librarian's Report – Chris Moreno

Unfortunately, there are MANY unknowns as I prepare my budget for next year. The county has hit a pause button on the budget planning process as it continues to evaluate the fiscal impacts COVID-19 will have on our budgets. I revised the request list to the best of what I know to be certain for next fiscal year.

Some of the revisions from the last funding request I sent out:

- **Harry Potter Yule Ball (December 2020):** It has been decided that this event (out of an abundance of caution) will not take place next fiscal year. I have withdrawn the \$800 request for this event.
- **Modesto Dia event (April 2021):** I am also withdrawing our \$1200 request for additional funds for the Modesto Dia Event in April 2021. We will certainly have some sort of scaled back Dia celebration in 2021. We will plan to use the unused funds from this year's 2020 Dia event to fund whatever version of Dia that we can safely host.
- **CLA Conference:** The Annual CLA Conference has been postponed to May 2021. It will most likely be a modified version of its regular conference. Sarah is uncertain if out-of-county trainings will be approved at that time. If that happens, I would like to request that the \$2,300 requested for the CLA Conference also include any professional development trainings available locally or online.
- **Juvenile Justice Center Book Club:** I have pushed back next fiscal year's payment disbursement to December. As of right now, library staff are not able to physically visit the facility. However, talking with Annie and Sarah, we would appreciate the FOML support of this program to continue so that we could adjust (if needed) the ways this program is delivered. We would continue to facilitate the book club and discussions by sending materials and refreshments and attending virtually if possible.
- **Childrens Programming/Crafts:** Requesting an additional \$400 for next fiscal year (\$2800 -> \$3200). We will most likely be pivoting future programs to accommodate social distancing guidelines. We are hoping to offer take-home craft kits for families to participate in. We are also exploring online subscriptions to some virtual programming software.
- **Truck Cabinet for Childrens Area:** \$2500 added to this request list.
- **Two Display Cabinets:** \$3600 added to this request list.

Thank you all for the continued support. Please let me know if you have any questions. I will do my best to keep our line of communication open during my family leave (at least as much as my wife will let me).

Membership Report - Ellen Dambrosio

Renewals are coming in slowly, despite newsletter articles, email reminders, and notes in the hard copy newsletters we send out. Membership renewal doesn't seem to be a priority as everyone shelters in place.

- As of May 26, 2020, we have 81 paid 2020 memberships. For comparison purposes, last year at this time we had 106. In 2018 we had 75.
- We have 61 members who paid dues in 2019 but have not yet renewed. Some of these people historically wait until later in the year, but certainly not all of them!

Plans for Increasing 2020 Membership

- We'll continue to solicit new and renewing members at future events—whenever we can have them.
- As always, an article will appear in each newsletter. The emailed newsletter will always have a clickable button to make donating easy for those willing to pay dues online, or at least to commit online then send in a check.

Respectfully submitted 14 June 2020 - Anne Britton

APPENDICES

(Numbers correspond to approved consent agenda items in these minutes.)

**2.a FRIENDS OF THE MODESTO LIBRARY FINANCIAL STATEMENT
from March 1, 2020 to May 27, 2020**

Expenses

Dittos - Bookmarks	59.33
Name Badges	21.58
Newsletter	125.00

TOTAL 205.91

Income

Memberships	723.00
Donations in Memory of Jean Hannah	
Kim Saugstad, Peter Finley, James Enochs	300.00
Barnes & Noble Cards	70.00
E-scrip	3.20
Network for Good	60.00
Amazon Smile	11.15

TOTAL 1,167.35

FOML Checking Account

Beginning Balance	24,822.02
Deposits	1,167.35
Withdrawals	(205.91)

Ending Balance 25,783.46

FOML Savings Account

Beginning Balance	1,678.57
Interest	.03

Ending Balance 1,678.60

TOTAL ASSETS 27,462.06

**2.b FRIENDS OF THE MODESTO LIBRARY FINANCIAL EXPENSES AND INCOME
FROM July 1, 2019 - 5/27/20**

Expenses

Modesto Library	12,650.00
Newsletter	540.00
Dittos	95.47
Website Upgrade	80.00
Hartford Insurance	550.00
Postage	58.60
Halloween Cookies	55.76
American Library Association	80.00
P.O. Box	92.00
Thank You Cards	107.74
State Theatre Summer Reading Program	910.00
AG Registration of Charitable Trusts	25.00
Floral Arrangement	81.99
Letter Flyer	93.53
Book Marks	139.16
Learning Quest	500.00
"Jane" Refreshments	79.39
Name Badges	21.58

TOTAL 16,160.22

Income

Memberships	4,553.00
PayPal (Memberships)	3,264.05
Business Memberships	1,100.00
Donation	15.00
Donations in Memory	1,075.00
E-scrip	22.51
Amazon Smile	52.27
iGive	40.78
Barnes & Noble Gift Cards	1,145.00
Kids Book Sale	638.00
Network for Good	61.00
State Theatre	20.00
Benevity Fund	9.71

TOTAL 11,996.32

FOML CHECKING ACCOUNT

Beginning Balance	29,947.36
Deposits	11,996.32
Withdrawall	(16,160.22)

Ending Balance 25,783.46

FOML SAVINGS ACCOUNT

Beginning Balance	1,688.49
Interest	.11
Google domain fee	(10.00)

Ending Balance 1,678.60

TOTAL ASSETS 27,462.06

3. MODESTO LIBRARY FUNDING REQUEST 2019-2020 QUARTERLY DISBURSEMENT

Adult Programming \$300.00
 Children's Programming \$700.00

4. 2020/2021 LIBRARY REQUESTS

Modesto Library Funding Request to FOML, 2020-2021					
Items Requested	Total Requested	Quarterly Meeting Date Funds Requested			
		9/2/2020	12/2/2020	3/3/2021	6/2/2021
Circulation Display Supplies (Poster Board, Paper, Velcro, Paint, Dye Cutter materials, etc)	\$600		\$600		
Juvenile Justice Center book club materials/refreshments (YSO, Annie Snell)	\$800		\$800		
Modesto Dia Event (April 2021) [can roll over funds not spent from 2020]	\$0		\$0		
CLA Conference [May 2021] (and other professional development trainings)	\$2,300		\$2,300		
Yule Ball/Harry Potter event (December 2020)- [CANCELLED]	\$0	\$0			
Adult Programming (\$300/Quarter)	\$1,200	\$300	\$300	\$300	\$300
Childrens Programming/Crafts (\$800/Quarter)	\$3,200	\$800	\$800	\$800	\$800
Books for County Fair (Susan Lilly)	\$300				\$300
New chairs and stools in Children's area (12 toddler stools, 10 grammar school chairs)	\$1,300	\$1,300			
Large Paper Roll Rack Dispenser/Cutter	\$400	\$400			
Folding Tables (\$60/each x 5)	\$300	\$300			
Two Display Cabinets (\$1,800/each x 2)	\$3,600			\$3,600	
Truck Cabinet for Children's Area	\$2,500	\$2,500			
Totals	\$16,500	\$5,600	\$4,800	\$4,700	\$1,400
* revised 5/22/20 - CM					

5. FRIENDS OF THE MODESTO LIBRARY BUDGET FISCAL YEAR JULY 1, 2020 - JUNE 30, 2021

Friends of the Modesto Library Budget						
for fiscal year July 1, 2020 - June 30, 2021						
	2019-20 Budget	2019-20 YTD (11mo)	2020-21 Proposed			
Revenue						
Membership Dues	\$ 12,000	\$ 7,817	\$ 8,000			
Business Memberships	\$ 1,500	\$ 1,100	\$ 600			
Sponsorships	\$ 2,500	\$ -	\$ 500			
Donations/Memorials	\$ 300	\$ 1,090	\$ 350			
Grants	\$ 1,000	\$ -	\$ 1,000			
Book Sales						
Scholastic	\$ 1,000					
Used Book Sales	\$ 3,800	\$ 638	\$ 8,000	(Fall \$3,500; Spr \$4,500)		
Online book sales	\$ 1,200	\$ 1,000	\$ 1,000			
Barnes & Noble Book Fairs (2)	\$ -	\$ 1,145	\$ 1,500			
Other	\$ 800	\$ 20	\$ -			
Affinity Programs	\$ 700	\$ 200	\$ 200			
TOTAL	\$ 24,800	\$ 13,010	\$ 21,150			
Expenses						
Library Funding Requests	\$ 14,850	\$ 12,650	\$ 16,500			
Programs						
Program expense	\$ 2,500	\$ 1,069	\$ 750			
Printing	\$ 900	932	\$ 1,250	(Inc. new Used Bk Sale banners)		
Refreshments			\$ 125			
Operations						
P.O. Box	\$ 82	\$ 92	\$ 95			
Postage	\$ 200	\$ 59	\$ 100			
Secretary of State	\$ -	\$ 25	\$ -			
ALTAFF Membership	\$ 80	\$ 80	\$ 80			
Insurance	\$ 550	\$ 550	\$ 550			
Office Supplies	\$ 200		\$ 100			
Newsletter Design	\$ 600	\$ 540	\$ 600			
Donations	\$ 500	\$ 500	\$ -			
Other		\$ 184				
Fund Balance	\$ 4,338		\$ 1,000			
TOTAL	\$ 24,800	\$ 16,681	\$ 21,150			