



**Friends of the Modesto Library
Board of Directors Meeting
4 September 2024**

The meeting was called to order at 3:02 by President Denise Nordell.

Officers and Directors present: Christine Brereton, Anne Britton, Cande Brody, Ellen Dambrosio, Marilyn Drew, Pat Glatke, Maree Hawkins, Pam Pallios, Cathie Peck, Judy Pierce, Julie Saugstad, Beverly Schlegel and Isa Wiechmann; guests Donna Flanders, Amber O'Brien-VerHulst representing Children's Department, Modesto Library Manager Chris Moreno and speaker County Librarian Sarah Dentan.

MINUTES of the previous meeting were reviewed.

ACTION TAKEN: The minutes of the 5 June 2024 FOML meeting were approved on a motion by Beverly seconded by Cande.

SPEAKER: Sarah Dentan

Denise introduced County Librarian Sarah Dentan who gave an update on the Modesto Library renovation project and shared the names of those on the **Modesto Design Progress Team:**

- Library : Sarah Dentan and Marco Sepulveda
- County: Andy Johnson and Al Valencia
- Division 01 Project Management: Paul Bickford
- LDA Partners Designers & Architects: Paris Allen, Will Oren, and Ulises Tolvar

While plans remain tentative until contracts are signed, the renovation project continues on track. Tentative plans still call for the library to close around Thanksgiving, with a temporary location to open downtown soon thereafter for minimal service such as picking up hold requests. Collaborations with downtown businesses/organizations are hoped for with possible story time events at places like Farmers Market and/or Children's Museum. All still tentative.

PRESIDENT'S REPORT: Denise Nordell

National Friends of Libraries Week

Help is needed with FOML activities October 20-26, 2024. An information table will be in the library and also at Farmers Market on Saturday and Thursday mornings.

Plans for FOML in 2025

A plan for FOML during the Modesto Library closure is needed and Denise is asking for people to draft a plan for "what FOML will look" during that time.

Please send her your ideas for activities/efforts, alternative spaces and collaborations for this period. Advocacy, membership continuity and maintaining library interest/use are some of the goals expressed at the meeting.

Ann Endsley, owner of Greens on Tenth, offered to contribute events space.

Judy Pierce suggested doing something immediate to promote voter engagement, citing the recent resources noted in *United for Libraries* newsletter.

TREASURER’S REPORT SUMMARY: Julie Saugstad

Statements of Financial Position and of Activity comparing fiscal years ending June 30 2024 and 2023 were presented along with Statement of Activity, actual v annual budget for fiscal year 2023/2024.

[See addenda] The assets listed are largely Legacy campaign donations that will be used as the renovations get under way. Julie explained that the “Other Assets” are pledged commitments not yet received and that is why they are not included in the final totals. She also noted that the \$500 grant funded the successful 2023 Hogwarts event at Modesto Library.

No outstanding bills were presented for approval and the reports were accepted without additional questions.

MEMBERSHIP REPORT: Ellen Dambrosio

Membership is currently 164 paid for 2024, slightly more than at this period last year. Ellen made three requests.

- If you volunteered to nudge a lapsed member—and didn’t hear from her that they renewed—give them another little nudge if you feel comfortable doing so. If you’d like confirmation of their membership status, send her an email or text. The personal touch is such a good way to reach people. It’s hard for them to say no to someone they care about.
- If you meet someone new, chat with them about FOML to turn that conversation into a membership.
- If you’d like something tangible to give to people in the last quarter of the year, remember we have cute bookmarks that direct people to our website and an informative trifold flyer that includes a membership form.

LIBRARIAN’S REPORT: Chris Moreno

Programs:

- **Summer Reading** 2024 ended August 6 with participation higher than last year in all age categories.
- **Makerspace**
 - May-August Makerspace hosted 58 programs: 26 Adult, 17 all ages, 15 Teen
 - Sewing continues to be one of our more popular programs.
 - Ice Cream in a Bag programs were very well attended using basic ingredients like vanilla, salt, ice.
 - Sublimation Printing gave lots of creative opportunities for making custom shirts, tote bags, coffee mugs, etc.
 - October – Maker Camp for Adults: Every Tuesday in October at 10:30am October 1-29 with themes of Circuits, Engineering, Button Making, T-Shirt making (using Cricut and sublimation printer, and Coding.

- Our Makerspace Programming has gained A LOT of traction and momentum this past year. Our goal is to continue this engagement the best we can during the closure.
- **Potential partnerships** with McHenry Museum and Farmers Market:
 - Looking to have regularly hosted programs at the museum. Details and scope are being worked out, but there is strong interest from the Museum Librarian to partner with us on many program ideas.
 - Farmers Market is open to the idea of the library setting up STEAM activities, Storytime, and information tables in their area during the library closure.
 - As these details get ironed more, I'm sure we will be reaching out for support from FOML.
- **All Kids Craft Fair: Oct 12 9am-12pm.** Christin Hutsell will send an invite for volunteers to help with check-ins and host a FOML info table, if desired.

New Funding Request:

Grab and Go Maker Kits for kids/teens is the subject of a new request to FOML for \$1,200 to cover a years' worth of kits to give away 200 kits/month at express library.

Chris explained the Grab and Go supplies would be bought all at once and assembled within the next two months with different themes used each month throughout 2025. He requested that FOML fund this immediately. This would be added to the \$5,750 quarterly allocation to the library for display supplies, Children's and Adult programming, and Makerspace programming supplies and equipment.

FINANCE: Julie Saugstad

Budget Requests - Current year quarterly distribution

Chris explained the \$1,200 for Grab and Go supplies and requested that FOML fund this immediately. This would be added to the \$5,750 quarterly allocation to the library for display supplies, Children's and Adult programming, and Makerspace programming supplies and equipment. [See addenda for schedule details.] No other changes to the quarterly distribution were suggested.

ACTION TAKEN: After discussion, on a motion by Anne with a second from Christine the request was approved to add \$1,200 to the budgeted quarterly allocation for a total distribution of \$6,950 to Modesto Library at this time.

CAPITAL CAMPAIGN UPDATE

- The public phase of the Lifelong Legacy Capital Campaign has raised the "thermometer" within \$250,000 of our goal. We hope to reach the \$3M target by Giving Tuesday on December 3, 2024.
- Efforts by the Fundraising Team include direct mail appeal to potential donors, organizing donor parties/appeals and a public presence at Farmers Market and local events.
- Volunteers are needed to staff events and assist in campaign efforts. **Please volunteer via the website:** <https://modestolibraryfriends.org/legacy/>
- Modesto Subaru has named the campaign as its sole, local charity for their Holiday Share the Love event. Customers who lease or buy a car may elect the local charity to receive

\$325 per lease or sale as well as a small amount for service and repairs. This could mean an additional \$30,000 or more for the campaign received by March.

TURLOCK FOL RETAIL REPORT: Pam Pallios

Turlock FOL makes about \$9,000 a year from selling books at their in-library space, staffed by volunteers during library hours. This is about equivalent to the two one-day sales FOML holds a year. Given this and the difficulties The Little Shop exhibited, there appeared no interest in requesting sales space in the renovated library. Anyone with a passion for such a project should contact Denise. Otherwise, the issue will not be pursued at this time, except for the possibility of a mobile kiosk.

EVENTS/ACTIVITIES AND VOLUNTEER OPPORTUNITIES: Isa Wiechmann

All Kids Craft Fair - Oct 12 9am-12pm.

National FOL Week - October 20-26 [See President's Report above.]

Used Book Sale – October 26

- Fall sale will be on the East portico of the library.
- All books will be 2 for \$1 in hopes of clearing the warehouse of existing books.
- **Volunteers with brawn are needed to move the book boxes to the library.**
- Left overs will be given or thrown away.
- No additional collection will be done at least until the library reopens.

Halloween – October 29 from 6:30-8 p.m.

- Cande circulated a signup sheet and has a full slate of volunteers
- Amber reported a collaboration with McHenry Mansion for this year's event to be held outside the Mansion.

Scholastic Book Fair – November 6-9

- Fall 2024 book fair is confirmed for Nov. 6-9, with online dates extended through Nov. 18.
- Only virtual book fairs will be planned for at least 2025 because of the library closure.

Barnes & Noble Book Fair – December 7 and 8

- Marilyn Drew will be sending out requests for volunteers for this and the other events.

CORRESPONDENCE/OTHER/ADJOURN

Meeting was adjourned at 4:50 p.m.

Next meeting: Dec. 4 at 4 p.m.

Respectfully

Anne Britton

submitted for approval 4 Dec. 2024

Friends of the Modesto Library
Statement of Financial Position, *comparative*
for the fiscal years ended

	June 30, 2024	June 30, 2023	change
ASSETS			
Current Assets			
Bank Accounts			
Checking, general	\$ 59,202	\$ 32,387	\$ 26,815
Checking, Campaign	31,159	-	31,159
Funds held at PayPal	245	535	(290)
SCF, investment account	376,887	-	376,887
US Bank, CD 2582, general	27,959	26,649	1,310
US Bank, CD 5560, Campaign	250,001	-	250,001
US Bank, money market, Campaign	43,085	-	43,085
Total Bank Accounts	<u>788,538</u>	<u>59,571</u>	<u>728,967</u>
Other Current Assets			
Gift cards, Barnes & Noble	-	390	(390)
Prepaid expenses	10	-	10
Payments to deposit	-	550	(550)
Scholastic Books store credit	3,654	3,367	287
Total Other Current Assets	<u>3,664</u>	<u>4,307</u>	<u>(643)</u>
Total Current Assets	<u>792,202</u>	<u>63,878</u>	<u>728,324</u>
Other Assets			
Commitments due	26,000	-	26,000
Commitment due, City of Modesto	500,000	-	500,000
Commitments due 10.1.24	591,000	-	591,000
Commitments due 2025	324,083	-	324,083
Commitments due 2026	196,917	-	196,917
Commitments due 2027	117,500	-	117,500
Commitments due 2028	92,500	-	92,500
Total Commitments, outstanding	<u>1,848,000</u>	<u>-</u>	<u>1,848,000</u>
Commitments, income deferred	<u>(1,848,000)</u>	<u>-</u>	<u>(1,848,000)</u>
Total Other Assets	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL ASSETS	<u><u>\$ 792,202</u></u>	<u><u>\$ 63,878</u></u>	<u><u>\$ 728,324</u></u>
LIABILITIES AND EQUITY			
Liabilities	-	-	-
Equity			
Net assets, temporarily restricted	\$ 709,340	\$ 50	\$ 709,290
Net assets, unrestricted	<u>82,862</u>	<u>63,828</u>	<u>19,034</u>
Total Equity	<u>792,202</u>	<u>63,878</u>	<u>728,324</u>
TOTAL LIABILITIES AND EQUITY	<u><u>\$ 792,202</u></u>	<u><u>\$ 63,878</u></u>	<u><u>\$ 728,324</u></u>

Friends of the Modesto Library
Statement of Activity, *comparative*

for the fiscal years

	<u>7/1/23-6/30/24</u>	<u>7/1/22-6/30/23</u>	<u>change</u>
Revenue			
Barnes & Noble fundraiser	\$ 2,690	\$ 2,300	\$ 390
Book Sales	9,039	12,075	(3,036)
Donations			
Business donations, general	531	500	31
Business donations, match	234	156	78
Crab Fest donation	38,351	-	38,351
Honoree and memorial donations	563	604	(41)
Individual donations, general use	1,566	182	1,384
In-kind donations	355	-	355
Total Donations	<u>41,600</u>	<u>1,442</u>	<u>40,158</u>
Grants	500	-	500
Memberships			
Business memberships	-	2,000	(2,000)
Dues, individual	18,289	15,345	2,944
Total Memberships	<u>18,289</u>	<u>17,345</u>	<u>944</u>
Payments from affinity programs	41	217	(176)
Total Revenue	<u>\$ 72,159</u>	<u>\$ 33,379</u>	<u>\$ 38,780</u>
Program Expenses			
Library funding requests	\$ 14,200	\$ 12,866	\$ 1,334
Library programs			
Books donated	4,649	6,768	2,119
Halloween	45	102	57
Imagination Library	2,050	2,000	(50)
National FOL week	15	-	(15)
National Library week	256	500	244
Other program expenses	200	-	(200)
Yarning with Friends	(229)	150	379
Total Library programs	<u>6,985</u>	<u>9,520</u>	<u>2,535</u>
Tax measure support	<u>-</u>	<u>-</u>	<u>-</u>
Total Mission Costs	<u>21,185</u>	<u>22,386</u>	<u>3,869</u>
Revenue over (under) mission costs	<u>50,974</u>	<u>10,993</u>	<u>34,912</u>

Friends of the Modesto Library
Statement of Activity, *comparative*

for the fiscal years

	<u>7/1/23-6/30/24</u>	<u>7/1/22-6/30/23</u>	<u>change</u>
Expenditures			
Bank fees & service charges	500	85	(415)
Insurance	-	403	403
Meetings	157	-	(157)
Memberships and subscriptions	155	25	(130)
Office supplies	548	-	(548)
Postage and PO Box	335	134	(201)
Printing and promotional items	1,871	693	(1,178)
Small tools and equipment	-	64	64
Tax and licenses	25	45	20
Website maintenance	440	-	(440)
Total Expenditures	<u>4,031</u>	<u>1,449</u>	<u>(2,582)</u>
Net Operating Revenue	<u>46,943</u>	<u>9,544</u>	<u>37,494</u>
Other Revenue			
Interest earned, CD	1,309	-	1,309
Interest earned, money market	85	-	85
Capital Campaign donations received	709,340	-	709,340
Increase (decrease) in SCF value	5,620	-	5,620
Total Other Revenue	<u>716,355</u>	<u>-</u>	<u>716,355</u>
Other Expenditures			
SCF admin fee	1,233	-	(1,233)
Expenses paid for Capital Campaign	33,741	-	(33,741)
Total Other Expenditures	<u>34,974</u>	<u>-</u>	<u>(34,974)</u>
Net revenue over (under) expenditures	<u>\$ 728,324</u>	<u>\$ 9,544</u>	<u>\$ 718,780</u>

Friends of the Modesto Library
Statement of Activity, *actual v annual budget*
for the fiscal year July 1, 2023 through June 30, 2024

	<u>actual</u>	<u>annual budget</u>	<u>over (under) budget</u>
Revenue			
Barnes & Noble fundraiser	\$ 2,690	\$ 2,500	\$ 190
Book Sales			
On-line book sales	-	700	(700)
Scholastic Book Fair	5,305	1,250	4,055
Scholastic Book Fair expenses	(109)	(1,250)	1,141
Total Scholastic Book Fair	5,196	-	5,196
Used Books Sale	4,103	4,000	103
"In-kind" used book sale donations	1,600	-	1,600
Used Books Sale expenses	(1,860)	(500)	(1,360)
Total Used Books Sale	3,843	3,500	343
Total Book Sales	9,039	4,200	4,839
Donations			
Business donations, general	531		531
Business donations, match	234		234
Crab Fest donation	38,351		38,351
Honoree and memorial donations	563		563
Individual donations, general use	1,566		1,566
Total Donations	41,245	1,000	40,245
Grants	500	1,000	(500)
In-kind donations	355	600	(245)
Memberships			
Business memberships	-	2,000	(2,000)
Dues, individual	18,289	13,500	4,789
Total Memberships	18,289	15,500	2,789
Payments from affinity programs	41	100	(59)
Total Revenue	\$ 72,159	\$ 24,900	\$ 47,259

Friends of the Modesto Library
Statement of Activity, *actual v annual budget*
for the fiscal year July 1, 2023 through June 30, 2024

	<u>actual</u>	<u>annual budget</u>	<u>over (under) budget</u>
Program Expenses			
Library funding requests	\$ 14,200	\$ 14,600	\$ (400)
Library programs			
Books donated	4,649		
Halloween	45		
Imagination Library	2,050		
National FOL week	15		
National Library week	256		
Other program expenses	200		
Yarning with Friends	104		
Yarning proceeds/donations	(333)		
Total Yarning with Friends	(229)		
Total Library programs	6,986	2,250	4,736
Tax measure support	-	5,000	(5,000)
Total Mission Costs	21,186	21,850	(664)
Revenue over (under) mission costs	50,974	3,050	47,924
Expenditures			
Bank fees & service charges	500	-	(500.00)
Insurance	-	400	400
Meetings	157	200	43
Memberships and subscriptions	155	130	(25)
Office supplies	548	100	(448)
Postage and PO Box	335	234	(101)
Printing and promotional items	1,871	750	(1,121)
Tax and licenses	25	20	(5)
Website maintenance	440	430	(10)
Total Expenditures	4,031	2,264	(1,767)
Net Operating Revenue	46,943	786	(46,157)
Other Revenue			
Interest earned, CD	1,309	-	1,309
Interest earned, money market	85	-	85
Capital Campaign donations received	709,340	-	709,340
Increase (decrease) in SCF value	5,620	-	5,620
Total Other Revenue	716,355	-	716,355
Other Expenditures			
In-Kind expenses not categorized	-	600	600
SCF admin fee	1,233	-	(1,233)
Expenses paid for Capital Campaign	33,741	38,094	4,353
Total Other Expenditures	34,974	38,694	3,720
Net revenue over (under) expenditures	\$ 728,324	\$ (37,908)	\$ 766,232

Modesto Library Funding Request to FOML, 2024-2025							
		Quarterly Meeting Date Funds Requested					
Items Requested	Total Requested	9/4/2024	12/4/2024	3/5/2025	6/4/2025	Strategic Priorities	
Circulation Display Supplies (Poster Board, Paper, Velcro, Paint, Dye Cutter materials, etc)	\$250	\$250				3.a	
Juvenile Justice Center book club (YSO, Annie Snell)	\$800		\$800			3.b, 5.a	
Modesto Dia Event (April 2025)	\$1,200		\$1,200			3.a, 3.b, 4.c, 5.a	
Staff Professional Development trainings	\$1,600		\$1,600			2.d	
Adult Programming (\$300/Quarter)	\$600	\$300	\$300			3.b , 4.a, 4.c	
Childrens Programming/Crafts (\$800/Quarter)	\$1,600	\$800	\$800			3.b, 4.a, 4.b, 4.c	
Books for County Fair	\$400				\$400	3.b, 4.a, 5.a	
Makerspace Programming and supplies (\$800/Quarter)	\$1,600	\$800	\$800			4.a, 4.c	
Makerspace iPads x 6	\$3,600	\$3,600				4.a, 4.c, 5.a	
Totals	\$11,650	\$5,750	\$5,500	\$0	\$400		