

Friends of the Santa Cruz Public Libraries
Board of Directors Meeting
Tuesday, December 21, 2021
5:00 p.m. Virtual Meeting
Conducted via Zoom Meeting

Board Members: Martín Gómez, Nora Brink, Keith Gudger, Cindy Jackson, Pete Cullen, Laura Albrecht, Robin Holland, Debby Peronto, Marc Winquist, Lynn Marcus-Wyner, Jill Mitsch, Sarah Clark, Janis O'Driscoll, Gail Levine.

Staff: Rebekah Scott, Bruce Cotter.

Guests: Bonnie Lipscomb (until 5:35 PM), Cynthia Matthews (until 5:35 PM).

Not in attendance: Michele Mosher; Eric Howard, Interim Library Director.

1. Call to Order – President O'Driscoll called the meeting to order at 5:01 PM.

2. Roll Call & Establish a Quorum Roll was completed, and quorum established for a Board of Director's Meeting as of 5:02 PM.

3. Special Presentation – Bonnie Lipscomb

Bonnie reviewed with the Board and guests presents the current cost estimates & associated budgets for the construction at Branciforte, Boulder Creek, Garfield Park and then subsequently the downtown mixed use project. She reviewed savings for the Library Mixed Use Project by changing floorplans. Those changes would move project costs away from the library to other project partners of the Library Mixed Use Project. Currently, the library construction budget is \$30-33 million. Bonnie responded to questions raised by the Board around the likelihood of costs explosion (they already accounted for 10-15% for escalation), potential operating cost increase due to the now three level layout, anticipated construction timeline (end of 2023 if all goes well and to be completed in 2025 but no later than mid-2026). Bonnie also reviewed additional grants they are working on to secure additional funding for the projects. Bonnie does see incredible value in the Friends continuing to advocate for the Library Mixed Use Project and correcting the continued misinformation that is being distributed in the community. She also reminded all in attendance that research has shown that libraries located in downtown locations do keep the downtown alive which does help all the other businesses and the Farmer's Market.

4. Report of Secretary – Nora Brink, Secretary

- a. **Motion** - Adopt the Agenda – M/S Jackson/Clark to adopt the agenda as presented. Motion to adopt the agenda passed unanimously.

- b. **Motion** – Approval of the Minutes from the November 17th, 2021 Board Meeting. M/S Marcus-Wyner/Levine to approve the minutes as presented. Motion passed unanimously with one abstention.

5. Library Director's Report – Eric Howard
Eric was not able to attend the meeting..

6. President's Report – Janis O'Driscoll

Janis congratulated the Board again for their hard work on nearly completing the 2021 fundraising goal under the Special Campaign. She also used the opportunity to thank Rebekah for her hard work as Operations Manager as well as Bruce for his willingness to increase his role & time as ED so the void Rebekah's departure is leaving, can be somewhat absorbed.

Janis asked each of the Board members to send their top 3 priorities for FSCPL in 2022 to her at president@scpl.org. In January, the entire Board will be invited to help establish the 2022 direction.

7. Recommendation of Monica Parikh for Board Membership - Janis O'Driscoll/Martín Gómez

Motion: M/S Gomez/Jackson to nominate Monica Parikh to the FSCPL Board of Directors, effective December 21, 2021 through July 31, 2022. Motion carried unanimously.

8. Executive Director's Report – Bruce Cotter

Bruce used the opportunity to also thank Chelsey Souza for her hard work helping with the special campaign. He additionally reported on the progress of the Capital Campaign. He said that the City has selected Yolande Wilburn as the new library director and she will start her work on January 4th, 2022. Bruce also visited with the team at the Garfield Park Library and a tentative opening date as March 2022 is being targeted.

Lastly, Bruce extended his heartfelt *Thank You* to Rebekah Scott for her incredible work as Operations Manager.

Motion: M/S Cullen/Winquist to donate \$5,000 from the Friends Operating Funds to the Capital Campaign in recognition of Rebekah Scott. Motion carried unanimously.

9. 2022 Budget – Keith and Bruce

Keith briefly reviewed the final budget draft with the Board which has not changed much since the last Board meeting.

Motion: M/S Gomez/Holland to approve the 2022 budget as amended with the understanding that the Board will review it in six months. Motion carried unanimously.

10. Committee Reports

a. Finance/Treasurer's Report – Keith Gudger

1. Reynolds Corporate Engagement Letter

Motion: M/S Jackson/Gudger to authorize Treasurer Keith Gudger to enter into a contract with Reynolds Group for the preparation of the 2021 990.

b. Policy & Procedures Updates – Notes from Michele Mosher

The P&P Committee will meet January 5th, 2022 to finalize (hopefully) the Personnel Manual, with the exception of current job descriptions.

c. Advocacy Report – Robin Holland

Robin reported that they have results from the LookOut Santa Cruz Campaign. They ran three pieces already and are envisioning running another one. She reviewed the unique visits and average reading time which indicate that FSCPL articles are drawing slightly higher than average readership. Though no funds were collected through the LookOut link, Robin suggests that people are making their donations directly.

11. Discussion: Books in Lorraine's Garage (per Michele)

The Board was approached with the request to discuss whether or not they foresee having a book sale before next winter. If not, some Chapters might be interested in a sale (probably not Felton), or Capitola might want them for their bookstore. If that doesn't work out, the board might want to eventually donate them to a NP that has a bookstore (like Greybears). – Full discussion was tabled to next meeting.

12. Agenda Building for Tuesday, January 18, 2022 (5:00 pm)

1. Book Storage Discussion & Booksales in general
2. Forming of Study Group to determine the downtown fundraising goal

13. Closed Session

There was no closed session as there were no items needing to be discussed.

Meeting was adjourned at 6:39 PM.

Minutes were taken by Nora Brink.

Approved: _____

Date: _____

Title: _____