**Friends of the Calaveras County Library**

**March 8, 2023 minutes**

**Attending:** Ray Waller ( Vice President)

Nancy Murray, Martha Rubin, Carolyn Lipnick, Shirley Huberty, Pru Starr, Karen Eggleston, Charnette Boylan, Nancy Giddens, MaryAnn Evans,

**Absent:** Diane Jarvi, Bob Dean

Approve minutes of February 2023 m/a

Agenda presented, nothing added

**Reports**

Literacy: Phil Guitierrez sent his report, delivered by Nancy. 2 volunteers for in- person training, mid- year report submitted, $3700 received Cal. Literacy grant.

Librarian:

 **Report from the County Librarian**

Friends of the Calaveras County Library – March 8, 2023

**Staff:** Linda Jacobi, our new employee for Branch Assistant in Valley Springs, has completed her training in San Andreas. She began her work in Valley Springs on Feb 27th . She worked M-Th with a person from San Andreas there to assist. This week, she is on her own.

We are hoping she can recruit several volunteers to help her during the week, as she would like to offer some after-school activities for children and families during her shifts.

**Bookmobile:**

I was able to get help from Mobility Works (the lift company) on Wednesday. They showed me again how to disconnect the battery so we will not have a constant drain on it. We also discussed a plausible solution to the ongoing problem we have had with the batteries and lift. After discussing several options, we decided on the installation of a trickle charger, to be mounted inside the hood which can be plugged into a 110v outlet for continuous charging when the vehicle is at rest. MW called me on Monday to say the part has come in. I will take the van down on Tuesday for installation. The cost is minimal, but I will ask TechOps to reimburse me for it.

I have reached out to TechOps, but have not heard anything. Surprise, surprise.

**Niche Academy:** We have not yet had time to begin working on this. Nalatie was out sick the first week I was back and last week I was engaged with the Bookmobile and a 49-99 meeting. Hopefully, we can begin to set this up this week.

**K-12 online tutoring –** I have no update on this. Nalatie is working on it and she was ill.

**Parks Pass Grant opportunity:** We anticipated receiving information about our grant application last week, but the process has been delayed a bit, due to winter storms.

**Mid-year budget adjustments:**  I have submitted my mid-year budget adjustments to Admin. I asked for an increase in Utilities costs due to a significant rise in our PG&E costs in San Andreas, Arnold and Mokelumne Hill. This request was denied, so I will need to take the shortfall from my existing monies. Admin believes I will have sufficient in Salaries and Benefits, so I will not need to reduce spending for materials.

Facilities has continued to work on the HVAC system because our bills for January were still very high. They have made some adjustments and we all hope to see lower costs on our next bill.

Mid-year adjustments passed the BOS on February 28th.

**Copperopolis permanent staff:**  Due to the deficit, which Admin and the BOS are working to reduce/eliminate, new recruitments must be approved by Admin. I have submitted a request for this position, but have not yet had a reply. I believe it will be approved, as we are paying this person now from extra-hire funds. All this recruitment would do is to move the charge to the permanent staff line. Hoping for the best, as I would like to have a permanent employee there. Cynthia will apply, but I must open this up to others, as well. We hope she will be our best candidate so we can bring her on board quickly. We all love working with her and she is doing a great job in the branch.

**Administrative changes:** As you saw in the Press Release I sent you earlier, the BOS will vote tomorrow to engage Teresa Hitchcock as our new CEO. The Board voted to change the position from a CAO to a CEO which gives the office holder a bit more responsibility and authority. She will be my boss, rather than the Board of Supervisors. I am hoping this change will be good for our county. I am sure Teresa will do a good job. She comes with years of pertinent experience for this job. She is well-regarded in Kern County and has a keen desire to move to a more rural setting.

**Warming center:** We served as the County’s warming center again during this latest Winter Storm, March 1-3, 9-5 and picked it up again on March 4-March 7. Numbers are not high, but this is a requirement by the State when storms and low temperatures persist over a period of time. Library staff covers these hours except for Sundays.

**West Point service addition:** The West Point FOTL has purchased a new printer/Fax machine for this branch. I have successfully set up long-distance service with Volcano, our telephone and internet server there. The cost will be $4.95 monthly with a cost per minute. We will be monitoring the process to ensure we are charging an appropriate fee that covers costs. We believe this service will be of great value to the community and increase patronage for the Library.

Treasurer’s Report:

**Old Business**

Veteran’s’ Computers- FOTCCL Board authorized purchase for 2 computers. **Below is a sample of the Application for Funding required.** Phil is asking for wi/fi connection. County IT will help install. Nancy will spearhead purchase efforts. Business continues to April meeting.

**SAMPLE FORM**

**FRIENDS OF THE CALAVERAS COUNTY LIBRARY (FOTCCL)**

**APPLICATION FOR FUNDING**

**Organization Name:**  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Mailing Address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Contact Person: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Reason for Application: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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 **Organization’s Background & Purpose**

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**Project Description –***focus on how this project will address your needs.*

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**Provide a brief description of how, and why you feel FOTCCL can help you.**

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**Additional Information you wish to add:**

**Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_**

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**Old Business Continued:**

Library signage update: Shirley will follow-up.

Firewall charges $7,615.50- m/a exchange computer cost for Firewall.

County Fair- Branch shift selection to be determined soon.

**New Business-**

Earth Day April 22 – FOTCCL will have an Educational booth, Fee $25,

 Event goes from 11-6pm, and FOTCCL will provide seed kits for giveaway

 Motion/ Approval for FOTCCL to pay $50 ( taken from budget line item) for seed

 Kits and registration.

**Branch Reports:**

Angels Camp- Soup Event March 16

Arnold- postpone fundraising until summer, Craft Event- 1 attended, School Superintendent will make an appearance and read, July parade, requesting Book Mobile presence

Copperopolis- Book shelves are nearing completion, Craft Event- 8 attended

Mokelumne Hill- no report

San Andreas- Book and Yard Sale, June 10, Thank you Event for volunteers

Valley Springs- new Branch Assistant

West Point- Valentine’s “Love to Read “ Event – 34 kids and several adults attended

Minutes submitted by Pru Starr