Friends of the Calaveras County Library

April 12, 2023 Minutes

Members Present: Diane Jarvi, Nancy Giddens, Karen Eggleston Martha Rubin, Ray Waller, Pru

Starr, Webmaster Jennifer Carreiro

Absent: Nancy Murray, Bob Dean, MaryAnn Evans, Shirley Huberty

Approval March 8, 2023 minutes M/S/A

Approval of April 12, 2023 minutes M/S/A

**Reports:**

Literacy : Phil Gutierrez was absent, report provided. Nancy submitted Literacy budget, met with

Administration, to clarify details.

Librarian: See Attached

**Report from the County Librarian**

Friends of the Calaveras County Library – April 12, 2023

**Staff:**

**First 5/children’s program:** Randie Ortloff, our First 5 funded pre-school program library assistant, has resigned to take a fulltime, higher paying job with Public Health. I have opened a recruitment for her position. We are looking for temporary solutions for Storytime in SA. Randie located a Valley Springs parent to continue the Storytime there. The Friends of the Library in VS will pay her for her work.

**Copperopolis:** Cynthia Feemster has been hired as the permanent branch assistant for this branch. Cynthia has been the extra hire employee for several months and is doing a good job. We are happy to have her join us permanently.

**Bookmobile:** The recall issue on the brakes was corrected by Mercedes in Modesto. They did diagnostic work on the vehicle and located the fuse which links to whatever is draining the battery. TechOps has asked them to continue their search and correct the problem if they can. I don’t have information about when we can go to pick up the van.

TechOps is not graciously accepting responsibility for the problem, but instead are blaming it on the consultant, Michael Swendrowski. I have written to him about this, telling him that once this problem is over, I will write to the company’s owner and set the record straight about liability for this. Michael indicated that he has pushed them to help us, to no avail, and that their behavior throughout this fiasco has been noted and he is not recommending them to other library systems. Even so, I will write the State Library and ABOS about them once we have a working vehicle.

On a happy note, the Bookmobile was part of the Irish Days parade on Saturday March 18th!

**Niche Academy:** Nalatie and I have had 2 trainings on this and will have another next Tuesday. Lynn Cuneo and Kelly Stefanick (IT) will be included in this training. Once this is done, we should be ready to implement this amazing resource.

**K-12 online tutoring –** This program has been put on our website. I have sent out the Press Release about it. Nalatie will contact the State Library and tell them we are ready to implement this.

**Parks Pass Grant opportunity:** The grant proposal for $74,879.00 was approved two weeks ago. It will include 5 StoryWalks, numerous backpacks and their equipment, 30 books per branch, 6 trips to take kids to outdoor sites and a 12 hour/week staff person. We will not get the check for 8-10 weeks, but we are getting our orders ready and are moving ahead with the staff person who will help us. The Friends received the grant but will deposit it into our Special Revenue Fund for us to disperse and manage. I have put it all in my budget, as you will see.

Our small grant of $5000.00 through the Parks Pass program will be added to this to give us a total of $79,879 for this project.

**Biblioboard:** We have received information from this digital platform to consider a subscription. This platform allows local authors to post their books – with vetting first, to receive royalties from the books if they are selected by Library Journal, gives us access to many eBooks from other libraries, offers a self-publishing tool which allows authors to format their own books and design covers, and gives local groups an opportunity to share content that would be of interest to the community thru a multimedia curation tool. These “creator pages” can be used for contests, recipes, local history, photography, film, and more. I have reached out to the Historical Society and to Mazanita Press to see if they are willing to partner and share costs with us. Mazanita Press has already responded affirmatively with a $1000 pledge. I am looking for other partners as the total cost is prohibitive for us alone.

**Summer Reading 2023:** Nalatie and I have selected and ordered our books for this year’s summer reading program – 4 books for each age group: 0-2, Tk-K, Grades 1-2, Grades 3-4, Grades 5-8 and Teen. We are really happy with our selections. Randie picked the preschool books and will leave her plans for the materials which go along with each book before she leaves. Mariah Mercado will work on these materials. Nalatie is working on the materials for grades 3-4, Myra Brown, a great volunteer is doing the materials for grades 5-8 and I am working on the high school materials.

We are no longer able to get the cheapest books, so we have reduced the number of books from 6 to 4. This should be fine, as not all complete all the weeks of Summer Reading due to vacations. Even so, the total cost will be over $10,000. Through Scholastic, we will get 1440 free bonus books with our orders. This will enable us to have many book “give aways” throughout the year.

These are our figures for 2023:

Age group projected registrations cost per child Total cost

0-2 – 115 $12.99 $1493.85

TK/K 180 $14.72 $2649.60

Gr. 1-2 185 $6.91 $1278.35

Gr. 3-4 170 $10.52 $1788.40

Gr. 5-8 150 $15.90 $2299.50

HS 45 $19.32 $869.40

Total $10,861.90

**Lunch at the Library:** We have found out that due to an adjustment in the decision by Congress regarding the delivery of food we CAN do grab and go lunches this summer. Since I did not pursue a grant from the State Library this summer, I will need to ask FOTCCL to help with this program.

Valley Springs Friends want us to serve lunch there this summer and are willing to provide volunteers. We will need to determine how we can get food to VS in time for lunch.

We are really open to serving any communities which have a need this summer.

**Budget figures: FY 23/24** $ change

Regular Staff: $506,765 - from County

$21,203 from First 5 grant

Extra-hire $17,000 (Branch Fill-in paid by FOTCCL and Parks Pass – paid from grant)

All other staff costs: 140,614 - Benefits

Other:

**Communication** - $35,560

Income- 22,500 e-rate reimbursement (20/21)

Broadband costs: $21,600 + tax of $3240 = $24,840 annually

AC 6,680

phone - 420

CENIC 6,260

Arnold 6,680

phone – 420

CENIC 6,260

Copper phone- 660

MH 1480

phone- 420

Internet 1060

Murphys 6,680

phone- 420

CENIC 6,260

VS 6,680

phone- 420

CENIC 6,260

WP phone/internet- 1450

SA communication – 2000

Bookmobile - $52/month for phone – 620

Cradlepoint – 480

Hot spots for Connectivity Kits -2150

Maintenance Auto $2400 – for Delivery Van and Bookmobile

Maintenance – software - $29,560 – for our database for all sites

Memberships - $6519 – 49-99 for LINK+ and other professional associations which benefit us – ARSL, CLA, ABOs

Office - $8000 – Book processing and printing for all (including Summer Reading packets)

Postage - $400 - postage for overdue notices and Arnold P.O. Box

Copies - $2430 - programming, notices, staff

Prof services – $25,620 – Cataloging database, digital resources: Libby, Hoopla/Kanopy/Niche – paid by FOTCCL and ZOOM

Reimburse county depts – $490- Fingerprints for staff/volunteers; License for L@L

Parks Pass Grant - $61,049 – For expenditures under the grant from State Library

Signal Service security – 1729

AC - $312 Mur - $336

Arn - $336 SA - $505

SA Fire check - $240

Rent - $45,108

AC - $28,800

Copper - $16,308

Special department (materials, misc.) – $60,500

Magazines - $850; JLG-SA- $5200; JLG-BkM – 4800; DVDs- $3000; audiobooks-$2500; YA and adult books -$10,000; Kits and programs- $5000; SRP - $12,000; Library equipment and misc. - $3800; Other materials $8,150;

$5,200 – FOTCCL – Bookmobile support

First 5 materials - $2997 - from grant

ZIP Books Grant materials $14,400 – State Library

Personal Mileage $6650

AC – 70

Arn – 260 – (150 + 103)

Cop – 165 Staff Meetings-

MH - 65 $1470

Mur – 310 – (130 + 205)

WP – 130

VS – 230 (115+115)

SA – 240

Branch fill-in - $500

Programming - $1200

VS – 400

MH – 50

Cop - 100

Arn – 300

AC – 150

Little Leapers - $300.00 from grant

$200 from budget

Parks Pass Travel - 2880

Fuel $8100 – Delivery Van and Bookmobile fuel

Computers, etc. – 1325

Minor equipment other – 5,660- CENIC Public Computer firewalls

5501 – Utilities – see spreadsheet for detail $39,395 AC – 4900

Arnold - 7330

Copper- 3960

MH- 6885

Murphys 6840

SA- 9510

**FOTL donations $131279**

Overdrive (now called Libby) - $5000

Hoopla/Kanopy - $6000

Extra-hires for branch fill-in - $8,000

Bookmobile - $10,000 materials

Story Walk installations – 10,000

Niche Academy – 3400

Parks Pass Grant – 79,879

Extra Staff hours – 9,000

(Lunch at the Library – 7,500) – not in County budget

Treasurer’s Report: (see Attached) Motion to Approve revised budget M/S/A

**Old Business**

•Veterans Computer- $1630.86 for two tower w/ adapter, Nancy will arrange details

•Library Signage; no update

•Earth Day April 22,2023- contact Charnette Boylan

**New Business**

•Poet Laureate- Nancy will contact Linda Toren to discuss offset cost of Big Trees Event

Motion to approve $ 500.00 for 2023 and $500.00 for 2024 stipend (#5500budget number)

M/S/A

Ask Linda to make a simple invoice request

•Library Week Proclamation – Tuesday April 25, 2023 at the Supervisors Board Meeting

•**Welcome Jennifer Carrieiro**- requesting that Jennifer invite various people to interview for the

Website

• Storage Unit needs spring cleaning, San Andreas chapter may pay half of the storage fee

• County Fair Schedule

5/18 Thursday -  10-2 Arnold            2-6 Murphys

5/19 Friday -       10-2 Moke Hill       2-6 Valley Springs

5/20 Saturday -   10-2 AC                 2-6 West Point

5/21 Sunday -     10-2 SA                 2-6 Copper

Fair tickets will be distributed in Library Delivery

Branch Reports

Angels Camp- Soup Event raised $1500 over 3 months( Jan/Feb/March)

Arnold- Pigeon Party on April 25. Bookmark contest. Memorial Book Sale Saturday May 27-28.

Arnold Friends need a new treasurer

Copperopolis- No report

Mokelumne Hill- No report

Murphys- Author Event- April 25 at the library. Also they have activities for Novel/Fiction,

Meditation, Earth Day

San Andreas- hosting a volunteer lunch. Lorax Theme Event, Book/Yard sale 6/10.

Valley Springs- No report

West Point- Landscape ‘rock garden’ in front of branch.

Patronage is increasing. Lots of student activities, events planned using STEAM kits

Adjourn,

Next Meeting- May 10, 9AM San Andreas Library

Minutes submitted: Pru Starr