

## **Friends of the NVDPL Executive Board Meeting**

**DATE:** Thursday, May 11<sup>th</sup> 2017

**LOCATION:** Lynn Valley Main Library 3rd floor Meeting Room  
1277 Lynn Valley Rd, North Vancouver BC V7J 2A1

### **PRESENT IN PERSON:**

Catherine Rickey, President  
Marge Zieroth, Vice-President  
Barb Downman, Treasurer  
Helen Liang, Secretary  
Meghan Crowe, NVDPL  
Communications/Events Coordinator

Marina Bailey, Member  
Nan Henderson, Member  
Pat Osborn, Member  
Shelley Pelech, Member  
Nancy Read, Member

### **1) CALL TO ORDER**

The meeting was called to order at 7:04 pm by Catherine Rickey.

### **2) ADOPTION OF MINUTES OF THE MEETING HELD ON MARCH 15, 2017**

On a motion by Shelley Pelech, seconded by Barb Downman and approved by all votes cast, it was resolved that the Minutes of the Meeting held on March 15, 2017 be approved, confirmed and adopted.

### **3) LIBRARY REPORT AND MATTERS ARISING**

Meghan Crowe updated the Friends on upcoming Library events and other library matters.

- The 3rd annual Whisky Library will be held this Saturday, May 13<sup>th</sup> at the Lynn Valley Library. It is a fundraising event for the Trish McMordie Memorial Fund, benefiting the Youth Services Department of the NVDPL.
- The Summer Reading Club starts June 10<sup>th</sup>. The club runs from mid-June to September.
- Planning is underway to form a creative digital media space for the community (NVDPL "StoryLab") on the Lynn Valley Library's 2<sup>nd</sup> floor. Friends are asked to consider funding a portion of this project as it supports the NVDPL's new Strategic Plan for 2017-2019.
- MP Wilkinson toured the Lynn Valley Library and agreed to do what he could if the Library ever applies for a special grant (such as the Veterans Affairs' grant).

Meghan Crowe excused herself from the meeting at 7:18 pm.

The Friends discussed supporting the NVDPL's involvement in the 2017 Writer's Festival event with a donation of \$2,500.

On a motion by Nancy Read, seconded by Nan Henderson, and approved by all votes cast, it was resolved that the request for \$2,500 for the Writer's Festival be approved.

Friends discussed supporting the NVDPL's 2017 Summer Reading Club with a donation of \$5,000.

On a motion by Pat Osborn, seconded by Nancy Read and approved by all votes cast, it was resolved that the request for \$5,000 for the Summer Reading Club be approved.

Friends discussed the formal written request from Deborah Hudson to support the Digital NVDPL "StoryLab" with \$30,000 in 2017, \$10,000 in 2018, and \$10,000 in 2019. Discussion ensued.

On a motion by Nan Henderson,,seconded by Marge Zieroth, and approved by all votes cast, it was resolved that funding in the amount of \$25,000 for 2017 be approved. It was further agreed that funding in the amount of \$10,000 for 2018 and \$10,000 for 2019 be approved with the understanding that a further \$5,000 in funding may be available for 2018 if the Friends have adequate funds available.

Meghan Crowe rejoined the meeting at 7:35 pm.

Helen Liang revisited the idea of purchasing a "Friends' cart" to be used by Friends at the book sales and by the Lynn Valley Circulation staff when not in use by the Friends. We will discuss the purchase of a second cart, if necessary, later in the year or in 2018. On a motion by Barb Downman,, seconded by Marina Bailey, and approved by all votes cast, it was resolved that the Friends spend approximately \$500 for the purchase of a library-quality book cart.

Helen Liang brought up the idea of the Friends purchasing three small, high-quality stools for the children in the library's 3 branches to enable them to check out materials at the self-serve check-out stations. This was agreed to by all present. Meghan Crowe will discuss the idea with Corinne McConchie, Manager of Welcoming Initiatives and other involved staff to determine if the library supports this idea and what type of stools would be appropriate. If supported by the library, a formal funding request for the stools will be presented to the Friends at a later meeting.

Meghan Crowe mentioned that pop-up sales might work well during the summer concert series. This was agreed to by all present. Further discussion to take place at the next meeting to determine the logistics.

The Friends will discuss a summer "pizza" night to thank the volunteers at the next meeting – to also be held on a summer concert night.

#### **4) TREASURER'S REPORT**

The treasurer, Barb Downman, presented a financial update of the Friends of the NVDPL's operating budget. Currently there is a balance of 36,836.43 (including \$255.00 in the float). The annual insurance premium has been paid.

## 5) MEMBERSHIP REPORT

Barb Downman reported we have 65 members.

One new member gave a substantial donation when joining. This was appreciated by all present.

## 6) ART RECEPTION

Meghan Crowe advised the Friends that no art reception will be held next month.

The next 2 exhibits will also not have receptions because of the difficulty in finding attendees & volunteers during the July/August months. The next exhibit is a Capilano University display.

## 7) NEW BUSINESS AND JUNE BOOK SALE

June 1 – 4<sup>th</sup> is the date of the next book sale set-up and sale.

Meghan thinks we currently have 5 pallets of books for the sale.

There should be more materials by sale time as library staff are actively weeding the collection. This was deemed acceptable by all present.

Catherine Rickey will use a new scheduling application for the next sale. She will send a “volunteer request” email to regular members and then use the scheduling application when sending out requests for high school student volunteers.

Catherine Rickey confirmed the June book sale hours and volunteer shifts as follows:

- **Thursday Set-Up 10am – 6 pm** in 2-hour increments. Helen Liang brought up the idea of a Friends’ Only sale during this time. Unanimous decision made to *not* hold a Friends’ Only event this book sale.
- **Friday 9:30-12, 12-2, 2-4, 4-6 (Sale 10am – 6pm)**
- **Saturday 11:30-2, 2- 4:30 (Sale 12pm – 4pm)**
- **Sunday 12-2, 2-4, 4-6 (Sale 12:30 pm - 4pm)**

Pricing of sale items discussed and decided upon as follows:

- One DVD for \$2. \$1 for each additional disc.
- CDs are \$1 and CD book sets (Audiobooks) are \$2.
- Softcover/Hardcover books are \$2.
- Pocketbook Paperbacks \$1.
- Special books will be individually priced and placed on the new Friends cart at a later sale as suggested by Shelley Pelech. Meghan will make a special poster when the time comes.

Discussion followed regarding sending out email “invites” to Friends with the dates, locations, and times of upcoming meetings. Decision made to send these out for future meetings and to keep the emails brief.

**8) ADJOURNMENT AND DATE OF NEXT MEETING**

There being no further business, the meeting was adjourned at 8:10 pm by Catherine Rickey. The next meeting will be held on Thursday, June 15, 2017 at 7 pm in the Lynn Valley Library Boardroom.