

Friends of the NVDPL Executive Board Meeting

DATE: 16 November 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
Rosa Ghavamzadeh, Member
Arina Ghavamzadeh, Visitor
Nan Henderson, Member
Shelley Pelech, Member

1) CALL TO ORDER

The meeting was called to order at 6:35 pm by President, Catherine Rickey.

2) ADOPTION OF THE AGENDA AND ADOPTION OF THE MINUTES OF THE MEETING HELD ON JUNE 15th 2017.

Shelly Pelech moved, Marina Bailey seconded, that the Agenda and the Minutes of the Meeting held on June 15th, 2017 be adopted as distributed. Carried.

3) LIBRARY REPORT AND MATTERS ARISING

Meghan Crowe gave the Friends an update of library events and business:

- The 2017 Summer Reading Club was a great success. Over 300 medals were awarded at the closing ceremony and at least 700 people lined up for the closing event. A big thank-you to all the Friends for the provision of funds to help make it a success.
- Holiday Open Houses are December 15th 3-5pm at all the Branches. There will be refreshments and choirs. Friends are invited.
- The Art Council Funding Exhibition will take place Friday, November 17th at the Lynn Valley Library. Meghan will hand out Friends' brochures. Times for upcoming 2018 art receptions may change to evenings or weekdays to try to increase attendance.
- A former NVDPL board member suggested that Friends sell valuable items through Amazon rather than the book sales. This suggestion was favorable to everyone in attendance.

- Meghan clarified the relationship between the NVDPL Friends and the NVDPL for Rosa G. The NVDPL is a separate charitable entity.
- NVDPL is working on a modest rebrand (such as logos) so there might be a possibility of updating the Friends' logo in 2018.
- The library board has approved the proposed Story Lab but viability is based on upcoming funding approval. Barb will check whether Friends' funds can be held for that long and will keep Meghan posted.
- A thank-you was given for the Friends' work during the past year.

4) FINANCIAL REPORT

Treasurer, Barb Downman, informed everyone present that the NVDPL Friends' current assets are \$41,216.29 (bank account and cash float).

5) MEMBERSHIP REPORT

- Treasurer, Barb Downman, informed everyone present that the Friends currently have 76 paid members and 6 student forms were filled out at the October book sale.
- Renewal form for 2017/2018 membership year will be sent out soon.
- A suggestion was made regarding online banking for e-transfers. This will be discussed further in 2018.
- New brochures will be in all the branches soon according to Meghan Crowe. A suggestion was made to use Summer Reading Club photos for upcoming pamphlets. Helen Liang will send photos taken at the last book sale to Meghan for upcoming events/brochures/advertising.

6) OCTOBER 2017 BOOK SALE UPDATE

- Catherine Rickey thanked everyone for all their work at the last book sale.
- A total of \$5,695 was made at the sale.
- Nan Henderson informed the group that the sign-in form was not being filled in consistently. Sticker name-tags also were not being used by everyone. Suggestion was made to buy lanyards saying "Volunteer".
- Nan also asked for clarification about pricing of CD sets. It was confirmed that CD books are considered books (like an audio book) and have the same price. We will revisit this and make a sign distinguishing between items (CD book, movie DVD sets, and music CD sets) for the next book sale.
- Nan asked what the total amount was contributed into the donation box. Barb said \$32 was given in donations. Barb suggested having a NVDPL Friends' donation box at each of the branches. Meghan will check into whether this is possible due to library policy about donation boxes.

- It was recommended that students be used for set-up and clean-up because set-up needs more volunteers. There should always be 2 people on cash desk. Both volunteers on cash desk need to sign envelopes before giving them to the circulation desk.
- Helen Liang suggested holding shorter book sales in the future due to the difficulty filling in all volunteer shifts (perhaps Sat/Sun sale days with Fri set-up day). Catherine thought the room is too small for hosting a shorter sale.
- Meghan Crowe advised that the dates for the 2018 book sale room bookings are Feb 1-5th , May 3-7th , and Oct 11-15th .
- Discussion followed as to how to find out upcoming Professional Development Days. Rosa advised the group that in June 2018 we would be able to look at Pro-D days for 2019.
- Bookmarks for advertising upcoming book sales were very popular and all agreed that they should be used again in 2018. Discussion ensued regarding making bookmarks for each sale separately (rather than all three sales on one bookmark). Decision was made to make about 300/sale with individual dates.
- Helen Liang and Nan Henderson requested new book sale signs for using outside since the current ones are extremely old, heavy and unwieldy. This will be discussed further in 2018 – especially after we know whether we have a new logo.

7) ADJOURNMENT

The next meeting was chosen to take place on Wednesday, January 10th at 6:30pm. There being no further business, Catherine Rickey adjourned the meeting at 7:42 pm.