

Friends of the NVDPL Executive Board Meeting

DATE: Thurs April 13, 2022

LOCATION: Lynn Valley Main Library 3rd Floor Meeting Room
1277 Lynn Valley, Rd. North Vancouver BC V7JA1

PRESENT IN PERSON

Catherine Rickey, President

Marge Zieroth, Treasurer

Jo-Anne Chilton, Vice President

Hin Lee, Membership Liaison

Christine Cheveldave, Secretary

Marti Sevier, member

Meghan Crowe, NVDPL Communications/Events Coordinator

Deborah Hudson, NVPL Business Manager

Rita Marshall, member

Gail Hunter, member, first time attending-welcome

1. CALL TO ORDER

Catherine called the meeting to order at 1:25pm

2. MINUTES OF THE MEETING HELD Feb 14, 2022

Minutes were reviewed and approved.

3. LIBRARY REPORT AND MATTERS ARISING

MEGHAN REPORTED

The writer's festival starts next week and will be virtual, with one session each evening. There will be an on-line access. The Trivia night is in-person.

The Children's Department now has its trees.

The Library is donating T-shirts for Friends Staff at the book sale.

The Lions Gate library had a soft opening today, there will be a hard opening in June.

The brochure for the membership has been re-designed. Meghan is requesting any edits in the next 2 weeks. She will send a digital copy to the Friends Board.

There are LOTS of books in storage for the next sale. Plus 7 flats were left over from the last sale.

4. FINANCIAL UPDATE

The Friends have had to use \$7,000 of our saved funds for the last payment to the library. The last book sale only raised \$2,694 as the sale was not widely advertised and only limited numbers were admitted- so some left. The short browsing time also limited sales.

There is only \$21,000 in our reserve funds. The Writers Festival will require Motion to accept the report by Marti and seconded by Hin.

5. MEMBERSHIP UPDATE

As of April 20, there are 38 members, 11 new members, 13 members gave donations. In 2021 there were 43 members.

Christine Moved to accept the report and Jo-Anne seconded.

6. BOOK SALE

There are lots of books and we are requesting that 10 flats be brought up for the sale.

Wed May 20 library staff should bring up the books. By 10am and the tables set up. Could there be more tables than the last sale. -Deborah will order 30 Pallets will be piled for removal on the Thursday.

There was quite a bit of damage to all the boxes stored in the hallway outside of the sale. We should look at security issues.

Hopefully the weather will be good and we can move some tables out of the Community Room into the plaza-at the door.

Cash Desk: for security, the cash should be collected and given to the library staff more regularly so cash doesn't build up. This sale the cash table will stay inside but will have its back to the kitchen door.

Catherine is suggesting that we use some kind of computer program for the scheduling. Marti is willing to investigate

Set-up Wednesday: 10 am to 4 pm Hin will request some students for this time.

Thursday: 10 am to 4 pm

Sale: Friday: 10 am to 5:30 pm

Sat: 10 am to 4 pm

Sun: 10 to 2 pm Clean-up 2 pm to 5 pm

Catherine will write a letter for Him to use to request students.

The Sunday sale time is listed to 3 pm, it will be changed.

Books will be sold for Half price, all day Sunday. It will also be advertised.

Christine has volunteered to be at the Clean up. Catherine will report if we will have pizza for the students at cleanup.

Leftover books will be donated to Big Brothers.

During set-up, books which we think won't sell; we will cull into a FREE box which will be put at the Entrance.

Re-design the tables for the CDs and DVDs. At the entrance so they are more easily accessed.

Catherine has send out a Book Sale Procedures; she will send it out again.

Confusion between paperbacks and soft-cover books.

7. NEW BUSINESS

Marti has written a procedure for packing up the unsold books. Christine and Marti will review and implement these procedures.

8. NEXT MEETING

Thurs June 9, 1:30

9. ADJOURNMENT

Moved by Christine Seconded by: Marti