

Friends of the NVDPL Executive Board Meeting

DATE: Thursday, Oct 12, 2023

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

PRESENT IN PERSON

Jo-Anne Chilton, President

Catherine Rickey, Vice-President

Marge Zieroth, Treasurer

Hin Lee, Membership Liaison

Christine Cheveldave, Secretary

Meghan Crowe, NVDPL Communications/Events Coordinator

France Fehr, member

Gayle Hunter, member

Marti Sevier, member

Vanessa Valek, member

Anne Beresford, member, sales volunteer

Absent:

Deborah Hudson, NVPL Business Manager

Rita Marshall, member

1. CALL TO ORDER

Meeting called to order at 1:05 pm by Chair Jo-Anne.

2. MINUTES OF THE MEETING HELD

Minutes of Sept 30, 2023 corrected and adopted as corrected.

Marge Moved for approval and Catherine seconded

3. LIBRARY REPORT AND MATTERS ARISING

MEGAN REPORTED

.Next year the Library is celebrating the 60 Anniversary and there will be activities planned.

.The Northshore Writers festival will be at the City library next year. Not all the writers are local. It depends on the budget for honorariums and costs.

.2 salmon prints were sold in the last month and each library has a framed copy and will push future sales.

.2024 Sale dates have been forwarded to the North Vancouver Recreation Commission for final approval.

4. FINANCIAL UPDATE

Finances are identical to September's report, minus \$3 expenditure.

Christine Moved for approval and Catherine seconded

5. MEMBERSHIP UPDATE

Member Liaison Hin reported there are no changes from September.

## 6. BOOK SALE

.Volunteer list for next sale has been sent out by Hin.

.Book Donations Tuesday, Oct 17, Jo-Anne will be there Tues 3 to 3:30 to set up. Library volunteers will Not carry donated books up to the community room. There will be dollies available for use. The books will remain in the Community Room until the sale.

.Wed Oct. Catherine will open the Community Room at 9:30 am.

.Marge will come by at the end of each sale day and collect the cash and will return the cash box at 9:30 am each day.

. Catherine is opening Saturday, Jo-Anne is opening Friday and Sunday mornings.

. More berry boxes are required if volunteers could ask at produce stores for some.

. Book Sales Cashiers: customers who don't have cash will be able to send an E-Transfer to the Friends email: **friendsNVDPL@gmail.com**

.the customer can make this transfer on their own phones and show the screen to the cashier when the transfer is completed. A sign will be made explaining the procedure for both the cashiers and customers.

7. Square point-of-sales Marge and Christine have purchased a Samsung Tablet for use with the Square-point-of-sales. However it was impossible to input the Friends email into the tablet even with the help of technicians and the process was delayed so there was no Square training today. At the end of the meeting, it was discovered that a mobile phone was disrupting the use of the email, even though 2-party authentication was deactivated. Once the Friends email was removed from the mobile phone the installation process finally proceeded. Thanks to Meghan for spending 3 hours to re-set and successfully load the tablet with the necessary app for Square. The Square hardware will take 5 days to arrive so it may not be in time for the sale. Square is capable of giving sales receipts and tax receipts for donations. We have added a donation feature on Square. Because Square will cost 3.6% of sales, we will continue to encourage cash sales.

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## 8. NEW BUSINESS

No new business.

## 9 NEXT MEETING

Next meeting will be Wed. November 15, 1 pm. In person at Lyn Valley.

## 10. ADJOURNMENT

Jo-Anne adjourned the meeting at 1:45 pm, seconded by Christine