

1 15, 2016. Solomon Ujamaa Center, Inc. had been splitting the rental cost of \$31,000 with the library, so we
2 will be recruiting an agency to help assist us with this need.
3

4 Mr. Erjavek reported that the Mayor and Common Council approved the Community Development Block
5 Grant (CDBG) funds of \$650,000 for the replacement of Feldheim's original roof including the skylight
6 after the summer reading program concludes on August 6th.
7

8 Mr. Erjavek advised the Board that the Library staff received four-hour training session in regards to the
9 tragic event that took place on December 2, 2015. This training session was funded by a grant from ILS.
10

11 Mr. Erjavek reported that Saturday, April 16, 2016 at 11:00 am a special event for the 100th Anniversary
12 Dedication of the Soldiers and Sailors Monument at Pioneer Park on the corner of Sixth and E Streets at
13 Feldheim will take place, replacing stolen plaques, and will be hosted by San Bernardino Historical
14 Society.
15

16 Mr. Erjavek reported that the Mayor and Common Council should have the City Charter's
17 recommendations for the November ballot on their April agenda.
18

19 Mr. Erjavek mentioned that the Homework Program will be moved to Villaseñor on Monday and Tuesday
20 and remain at Feldheim on Wednesday and Thursday starting April 4, 2016.
21

22 Mr. Erjavek stated that Feldheim plans to have the free lunch program sponsored by a county program for
23 the children around May.
24

25 Mr. Erjavek reported that the Food Trucks are located downtown on the third Thursday of each month for
26 lunch and beginning May 19, 2016, they plan on being out for the evening to get the community involved
27 in the "Arts Walk". Mr. Erjavek will encourage staff to attend this event to promote the summer reading
28 program at the library and invites other organizations to attend as well.
29

30 Mr. Erjavek mentioned that the City aims to exit bankruptcy by year's end.
31

32 Mr. Erjavek reported that Deborah Fallow, from The Atlanta, wrote a fair article about Feldheim Library
33 and was published on February 16, 2016.
34

35 **Financial Report**

36
37 Ms. Gulio-Vogt was unable to participate during the meeting due to Bank's phone system turning off
38 between 5:15-5:30 pm. Also, Ms. Wallen were unavailable at this time due to her work duties. Mrs. Potter
39 reported to the Board that Ms. Wallen had volunteered on March 16th at 12:00 pm to participate in a
40 training session on how the financial report is generated. Ms. Wallen will attempt to prepare the next
41 financial report with Mrs. Potter's assistance and to continue to help support with the Treasurer's needs.
42

43 The financial report for the period ending February 2016 was accepted by the Board and instructed to be
44 filed (See attachments I).
45

46 Mrs. Potter reported that she received the draft copy of the taxes to review this morning. She reported her
47 findings and sent them to all Directors electronically with supporting documents. Mrs. Potter advised the
48 Board that Ms. Gulino-Vogt will have to take over with the taxes at this time and get matters solved. After
49 Mrs. Potter recommended that all Directors review and give Ms. Gulino-Vogt any input so that Ms. Gulino-
50 Vogt can pursue to obtain all answers and concerns with Smith Marion & Company. The taxes must be
51 approved, signed, and filed no later than May 15th.
52
53

1 Ms. Lee advised the Board that Robert Rego is willing to come back to the Board if needed. It was
2 mentioned that Mr. Rego may be asked to be a consultant for us in regards to getting the taxes filed in a
3 timely manner.
4

5 Committee Reports

6 Executive Directors' Committee

7
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9 Mr. Peters reported that there was no Executive Directors' meeting this month.
10

11 Investment & Finance Committee

12
13 After some discussion, the Board agreed that since Ms. Gulino-Vogt was unable to get Ms. Anderson to
14 commit a time to discuss the Foundation's concerns, it was suggested to place the items on the Investment
15 Committee agenda. We will notify Ms. Anderson ahead of time with a list of our concerns to be placed on
16 the agenda for discussion at that meeting. Also, the Foundation will need to ask if Ms. Anderson has a
17 succession planning in place.
18

19 Mr. Peters questioned if the Foundation received the remaining funds for the Technology Project. Mrs.
20 Potter reported to the Board that she notified Anderson Financial Management Group that we needed the
21 remaining funds and checks were received on March 15th. There has been some communication problems
22 with Anderson Financial Management Group that needs improvement to build a better understanding of the
23 needs for both parties.
24

25 Ad Hoc Fundraiser Committee

26
27 Ms. Wallen reported that Ms. Blechinger from the Mexico Café is willing to have another fundraiser event
28 this year. Ms. Wallen will confirm the date of Monday, May 23rd or Tuesday, May 24th with Ms.
29 Blechinger.
30

31 Ms. Wallen suggested that the Foundation might want to consider becoming a member of the Chamber of
32 Commerce as the annual cost is \$220. They could help with networking the Foundation's purpose to the
33 community. Ms. Wallen reported that one of the Chamber's services are to send out flyers of an event to all
34 Chamber members at a low fee of \$110 including postage. Ms. Wallen advised that the Chamber has a
35 monthly meeting with local businesses who are members. Ms. Payne added that they also provide training
36 classes.
37

38 Ms. Wallen requested from the Board some ideas or Library event that we could participate in so that we
39 can move forward with the selling of the lighthouses. The lighthouses have been on displayed for several
40 months and this committee has not met since last year due to no quorum. Dr. Pierson will contact Ms. Yeh
41 to obtain a calendar of the library events so that the Foundation may coordinate an event to include the
42 lighthouses. Ms. Wallen suggested coordinating something with the Friends during their book sale.
43

44 Mrs. Potter reported that we have paid a total of \$280,926.76 for the Technology Project and have the
45 remaining funds of \$24,650.89 available. Mrs. Potter asked for the Board's approval of funding the TLC
46 data server that was not part of the original agreement in the Technology Project.

47 Ms. Lee made a motion to approve the TLC Data Server of \$8,972.84 cost within the Technology Project
48 budget of \$306,000. **M/S/C (Lee/Wallen) unanimously**
49

50 Mrs. Potter reported that the 2015 Brodart funds still available is \$4,922.30. Mrs. Potter provided the Board
51 with the current projects to fund for the next fiscal year.

1 **Ad Hoc Liaison Committee**

2
3 Already discussed.
4

5 **Ad Hoc Membership Committee**

6
7 Ms. Lee reported the expenditures from the Membership Drive and that we currently have 49 Foundation
8 members (See Expenditure Report dated January 25, 2016).
9

10 **Ad Hoc Annual Members' Meeting Committee**

11
12 Ms. Lee recommends to continue having the Annual Members' meeting at Feldheim Library and tours of
13 the library may be conducted for our members. Ms. Lee advised the Board that she has contacted the City
14 Manager and City Mayor for our guest speakers. Ms. Lee will need to confirm the date of June 22nd or
15 June 29th at 5:00 - 7:00 pm with the guest speakers. The Board of Directors' regular meeting will
16 immediately follow the Annual Members' Meeting to vote for new officers. The Foundation will seek Mr.
17 Erjavek and the Library Board of Trustees' approval to hold this meeting at Feldheim Library. The Board
18 agreed to have a caterer for this event and that the Directors would need to fund the food expenses.
19

20 Ms. Lee advised the Board that Mr. Rego has volunteered to return as a Director on the Board if needed.
21 Ms. Wallen made a motion to accept Robert Rego as a nominee at the Annual Members' Meeting. **M/S/C**
22 **(Wallen/Payne) 1 Abstained**
23

24 **Unfinished Business:**

25
26 Tabled Third Amendment to the Statement of Written Policies and Procedures - J. Sick Leave Policy for
27 approval at April meeting.
28

29 **New Business:**

30
31 Foundation committee assignments per the attached Committee Information dated February 2016.
32

33 **Announcements**

34
35 Mr. Peters announced the next board meeting will be Monday, April 18, 2016 at 5:30 pm at Pacific Premier
36 Bank.
37

38 **Adjournment**

39
40 There being no further business, Mr. Peters declared the meeting adjourned at 7:25 pm without objection.
41

42 *Please note that attachments are on file in the Foundation Office with the minutes. They are distributed as*
43 *handouts during the meeting, but are not always available as online documents. It is not possible, at this*
44 *time, to include those that are email attachments.*
45

46 Respectfully Submitted,
47
48
49

50 Kelley A. Wallen
51 Secretary

April 18, 2016
Date of Approval