

1 Mr. Erjavek presented the Cengage Database Renewal Request (See attached report).
2
3 Mr. Erjavek is working on a Summer Reading Program PowerPoint presentation for the Mayor and
4 Common Council's meeting on June 6th.
5
6 Mr. Erjavek is trying to arrange to receive some books on local community and historical interests from an
7 area book group.
8
9 Mr. Erjavek thanked the Foundation for supporting The Mexico Cafe fundraiser and everyone is actively
10 getting the word out on of this event. Mr. Erjavek advised the Board and distributed several flyers for all
11 the Library events for the next month.
12
13 Mr. Erjavek reported the highest usage for Overdrive check out totals in the month of April (See attached
14 reported dated May 2, 2016).
15
16 Mr. Erjavek reported that the Stater Bros. \$2,500 grant press release was sent out and that the Friends
17 received a \$40,000 grant from San Manuel Band of Mission Indians for books and the photo op was
18 completed.

19
20 **Approval of Minutes**

21
22 Dr. Pierson made a motion to approve the April 18, 2016 Board of Directors' amended minutes as
23 presented. **M/S/C (Pierson/Fields) 1 Abstained**

24
25 Ms. Payne suggested that since Mrs. Potter sends prior notice of meeting with the minutes attached, that all
26 Directors review the minutes and refer any corrections to the Foundation office before the Board meeting.
27 This will speed up the approval process at the Board meeting.

28
29 **President's Report**

30
31 Mr. Peters moved ahead to more pressing matters. Mr. Peters thanked Ms. Corina Borsuk for accepting the
32 Foundation's invitation to attend the meeting and for volunteering to become a Board member. Mr. Peters
33 thanked Dr. Pierson and Ms. Fields for helping Mrs. Potter with the request of clearing the lighthouses
34 from the Library display cases.

35
36 **Financial Report**

37
38 Ms. Gulino-Vogt was unable to participate in the meeting at this time. The financial report for the period
39 ending April 2016 was accepted by the Board and instructed to be filed (See attachments I).

40
41 Mrs. Potter reported that the Foundation taxes have been signed and filed for the fiscal year ending June 30,
42 2015 and all Directors received the final copy electronically on May 16, 2016.

43
44 **Committee Reports**

45
46 **Executive Directors' Committee**

47
48 Mr. Peters reported that there was no Executive Directors' meeting this month.
49
50

1 **Investment & Finance Committee**
2

3 Ms. Gulino-Vogt was unable to participate in the meeting at this time. Mr. Peters presented the Investment
4 & Finance Report (See the Investment & Finance Committee Minutes dated April 28, 2016).
5

6 Mr. Peters advised that there was a committee vote taken to keep or change the time of the meeting, but the
7 majority of the committee's votes were to keep the meeting on Thursday, July 28 at 12 noon located at
8 Painter, Smith & Amberg. The chair of the committee was notified of the results on May 9, 2016.
9

10 **Ad Hoc Annual Members' Meeting Committee**
11

12 Ms. Lee was unable to participate in the meeting at this time.
13

14 Ms. Wallen wanted to inform the Board that she contacted Eric at El Kiosko regarding catering our AMM.
15 The date, June 29, is scheduled. Ms. Wallen will get in contact with Ms. Lee in the next couple weeks
16 regarding the menu selection and budget.
17

18 **Ad Hoc Fundraiser Committee**
19

20 Ms. Gulino-Vogt was unable to participate in the meeting at this time. Mr. Peters announced The Mexico
21 Café fundraiser event on May 23. Mrs. Potter reported that a press release has been sent and posted on the
22 Library's website, Foundation's facebook, and Foundation's website.
23

24 **Ad Hoc Liaison Committee**
25

26 Already discussed.
27

28 **Ad Hoc Nominating Committee**
29

30 Mrs. Payne discussed the officer nominee positions. Ms. Payne reported that Robert Rego had expressed
31 the interest to become the Treasurer nominee. Ms. Payne stated that if any other Directors are interested in
32 any of the positions then they may shadow this year to become familiar with that position before taking
33 over within the next year.
34

35 Ms. Payne made the motion of the 2016 Slate of Officer nominees as follows: President-Clifton Peters III,
36 VP-Operations-Joyce Payne, VP-Community Relations-Vicki Lee, VP-Projects & Compliance-James
37 Pierson, Treasurer-OPEN, Secretary-Kelley Wallen, Assistant Treasurer-OPEN, and Assistant Secretary-
38 Rina Dakanay. **M/S/C (Payne/Pierson) unanimously**
39

40 Mr. Warman expressed an interest in the Assistant Treasurer position and a member of the Investment &
41 Finance Committee and will work closely with the Treasurer. Ms. Fields expressed an interest in the VP-
42 Community Relations position and will work closely with Ms. Lee. Ms. Borsuk expressed an interest in the
43 Assistant Secretary and will work closely with Ms. Dakanay.
44

45 Ms. Payne made the motion of the 2016 Nominee Slate as follows: Corina Borsuk, Debra Fields, Clifton
46 Peters III, Robert Rego, J. Dennis Warman. **M/S/C (Payne/Fields) unanimously**
47

48 **Unfinished Business:**
49

50 Mr. Peters expressed his concerns with the budget and funding all the Library projects. Mr. Peters
51 presented Ms. Anderson's recommendation of using the 4% rule, which is using only 4% of the total
52 investments (equaling \$60,000 of \$1.5 million) for all of the Foundation's needs for the next fiscal year.
53

1 Ms. Anderson also recommended that the Board needs to do more fundraising including the inquiry of
2 placing the Foundation in trusts or wills. Ms. Payne suggested some review of funds requested and to go
3 back five years to clarify if the percentage is justified.
4

5 Mr. Warman volunteered to prioritize and change the language for the Library's projects and be ready to
6 apply for grants (such as Adult Literacy). Mr. Warman advised that the Board will need to be more onboard
7 with what is happening with the city and meet with the city manager. Ms. Borsuk advised that the
8 Foundation does not have to always ask for money, but for individuals to volunteer time or with a
9 fundraiser event. Ms. Borsuk advised to collaborate with other partnerships, maybe have joint fundraiser
10 events, and spread the news of the library's resources. Ms. Borsuk will distribute all Library flyers and
11 target the local schools.
12

13 Ms. Payne made a motion to table the approval of the budget until the past five fiscal years of experience
14 and practices are reviewed, prepare operating expenses for next year, and review contributions. **M/S/C**
15 **(Payne/Warman) unanimously**
16

17 Mr. Warman would table the motion to draft a parliamentary plan for public relations, fundraising, and
18 collaborating partnerships to include Ms. Borsuk's ideas.
19

20 **New Business:**
21

22 Mr. Peters reported that the Brainfuse for \$5,250 and EBSCO-Learning Express for \$3,400 are both funded
23 by the SCE Grant.
24

25 Table the approval of funding the Cengage Database at the next Board meeting.
26

27 Introduction of prospective Directors were already discussed.
28

29 **Announcements**
30

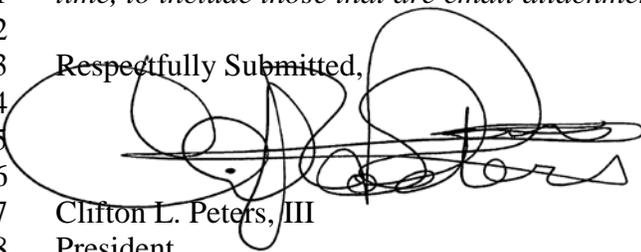
31 Mr. Peters announced the next board meeting will be Wednesday, June 29, 2016 immediately following the
32 Annual Members' Meeting in the Mary Belle Kellogg Rooms at the Norman Feldheym Library located at
33 555 West Sixth Street, San Bernardino, CA.
34

35 **Adjournment**
36

37 There being no further business, Mr. Peters declared the meeting adjourned at 7:25 pm without objection.
38

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

43 Respectfully Submitted,
44

45 
46
47 Clifton L. Peters, III
48 President

June 29, 2016
Date of Approval