

**Friends of the Fresno County Public Library**  
**Board Meeting Minutes**  
**March 24, 2025**  
Fig Garden Library

**MINUTES**

**PRESENT:** Nancy Kast, Becky Brown, Nick Andrade, Shannon Wise, Rosa Huerta, Mark Kalchik, Jim Poptanich, Butch Dies, Vicki Love, Brian Baker

**REGRETS:** Dan Dunklee

**ALSO PRESENT:** Terry Eckman, Susan Renfro, Sally Gomez, Brooke Payton, Sandra Knudson, Deborah Janzen

**1. CALL TO ORDER/OPENING REMARKS**

- The meeting was called to order at 7:00 by President Shannon Wise.

**2. ACKNOWLEDGEMENT OF REGRETS AND EXCUSED ABSENCES**

**3. APPROVAL OF THE MINUTES FROM JANUARY 2025 MEETING**

- **Motion by:** Jim Poptanich
- **Seconded by:** Mark Kalchik
- **Carried**

**4. COUNTY LIBRARIAN'S REPORT – SALLY GOMEZ**

- There are currently no major updates on any of the ongoing Library projects, although Library Administration has just met with the architects about the starting point for the Clovis build.

**5. DEPUTY COUNTY LIBRARIAN'S REPORT – TERRY ECKMAN**

- The Real Property position with Fresno County is finally open, which may help move projects along throughout the County as soon as it's filled.
- Darden will be taking on the interior design portion of the Clovis and Reedley projects and the Library is already working with them on things like colors and materials. They anticipate having a great deal of input on what goes into both spaces.
- The groundbreakings for Clovis and Reedley may wind up taking place during the same week, although nothing is scheduled quite yet.
- Nancy Kast noted that it was smart of the Library to share photos of the ongoing Selma remodel project so that patrons can see that things are happening and progress is being made. On a similar note, Terry noted that pictures will be taken of the new Politi space before renovations begin so that "before and after" images will be available to show the transformation.

**6. LIBRARY ADMINISTRATIVE STAFF REPORT – SUSAN RENFRO**

- Summer At Your Library is coming up and programming is already in the works. The theme for this year is "Fantasy."
- Walk to Mordor will be wrapping up at the end of March.

**7. NEW BUSINESS**

- Appointment of officers
  - **President:** Shannon Wise
    - **Motion by:** Jim Poptanich
    - **Seconded by:** Mark Kalchik
    - **Abstentions:** Shannon Wise
    - **Carried.**
  - **Vice President, Programs:** Rosa Huerta
    - **Motion by:** Rosa Huerta
    - **Seconded by:** Jim Poptanich
    - **Carried.**
  - **Vice President, Membership:** Becky Brown
    - **Motion by:** Jim Poptanich
    - **Seconded by:** Brian Baker
    - **Abstentions:** Becky Brown
    - **Carried.**
  - **Treasurer:** Nick Andrade
    - **Motion by:** Shannon Wise
    - **Seconded by:** Mark Kalchik
    - **Carried.**
  - **Secretary:** Nancy Kast
    - **Motion by:** Jim Poptanich
    - **Seconded by:** Brian Baker
    - **Carried.**
  - **Director:** Deborah Janzen; Deborah is the new president of Sunnyside FOL and is a retired librarian. She also sits on the Measure B Citizens Review Panel.
    - **Motion by:** Jim Poptanich
    - **Seconded by:** Brian Baker
    - **Carried.**
  - **Director:** Sandra Knudson; Sandra is a retired nurse practitioner.
    - **Motion by:** Mark Kalchik
    - **Seconded by:** Jim Poptanich
    - **Carried.**
- The next Branch Gathering meeting will take place on Saturday. Nick Andrade explained the new vendor information form. Jim Poptanich asked if it would be possible to occasionally hold these meetings at 1 PM or later, and it was agreed that this would be doable.
- Policies and Forms Committee
  - This is a new committee that will oversee the creation of new policies and forms and ensure that updates are made to any older forms in need of them.

- Shannon Wise is a de facto member. Sandra Knudson, Nick Andrade, and Vicki Love volunteered to be on the committee. Rosa Huerta requested to be kept in the loop about the committee's work, but could not commit to serving.

## **8. BOARD REPORTS**

### **• PRESIDENT – SHANNON WISE**

- Annual Meeting recap:
  - One member brought up concerns about adult literacy programming and whether it still existed or was being promoted. Brooke Payton suggested Dollar General Literacy Foundation's Adult Literacy Grants as a potential additional source of funding for these. Sally Gomez noted that there are no grant writers on staff, so librarians typically write their own grant applications, although the Friends are willing to look into hiring grant writers if the need arises. Sally has passed the member's information onto the Literacy Coordinator.

### **• VICE PRESIDENT, MEMBERSHIP AND NOMINATING – BECKY BROWN**

- No report.

### **• TREASURER—NICK ANDRADE**

- A meeting will be scheduled with the outside accountant soon to discuss issues with timeliness, especially regarding reports. The accountant and her team currently do most of the data entry, but much of this will eventually shift back to Sam Retton.
- There is no 2024 end of year report ready yet, but a budget will be forthcoming shortly after that becomes available.
- Regarding the ongoing discussion about physical checks for branch Friends groups to hand to performers or vendors, those are still a possibility, but they will require a minimum of two weeks' advance notice. Checks must be signed by both Nancy Kast and Nick Andrade, so it takes time to coordinate making that happen, and checks may need to be picked up from the Main office Downtown.

## **9. OLD BUSINESS**

- Bylaws:
  - Any questions should be emailed to Shannon Wise so they can be passed onto the attorney.
- Bookshop update:
  - Independent Bookstore Day is Saturday, April 26. Our bookshop is one of six stores on the Fresno Bookstore Passport and will be open from 9 AM to 4 PM for the day.

## **10. PUBLIC COMMENT**

- Brooke Payton asked if the Board had been in touch with the attorney regarding endorsing the Tower District Library project. Nick Andrade assured her that he would look into it as soon as possible.
- Rosa Huerta asked what Main would do to help branch chapters this year without the Big Book Sale.
  - Currently, branches can staff the bookshop to help fill this need, but there are limited days available.
  - Nancy Kast suggested a brainstorming session at the June 21 Branch Gathering, and Shannon Wise suggested a fundraising committee.
  - Shannon stressed that getting Friends chapters up and running at branches that don't currently have them is a priority.
  - Branches in need of financial help are always more than welcome to bring their ideas and projects to Main to ask for funding, but perhaps the branches are not aware of this. Shannon will be attending at least one meeting for each branch and will also send an email to all presidents to let them know that they're welcome to bring requests to the Board.
  - Shannon will work to compile a list of things that Main provides to the entire Library system.
- Butch Dies let the group know that he will be absent in April.

- **NEXT MEETING: Monday, April 28 at 7 PM at Fig Garden.**

#### **11. ADJOURNMENT**

- **Motion by:** Nancy Kast
- **Seconded by:** Brian Baker
- **Carried. The meeting adjourned at 8:09 PM.**

**Submitted by Sam Retton, Executive Assistant.**