

Friends of the Russell Library Minutes  
Executive Committee Meeting  
May 1, 2025  
Russell Library Annex Building

Present: Sandy Becker, Barrie Robbins-Pianka, Laura Taft, Makiko Shinjo, Cathy Boone, Tisha Ferguson,  
and Christina Trier (guest)

Recorder: Tisha Ferguson

Call to Order 9:58 AM

Approval of agenda with additions

Approval of April 2025 minutes, with request for earlier distribution prior to the monthly meeting.

President's Report

- Introduction of guest, volunteer book sorter Christina Trier.
- Annual Meeting planning: the date is confirmed for June 10<sup>th</sup>, at 4:30-5:30, in the Hubbard Room.
  - This year is an election year, and all current officers have indicated that they will continue in their respective roles.
  - Both email and 'snail mail' invitations to be sent out shortly. Follow up email will go out two weeks prior to the meeting, with last year's minutes and the agenda, as well as a reminder two days ahead of the meeting.
  - Note that the Annual Meeting is open to the public, and will include light refreshments and a selection of free books. We will request that Mary Datillo include an announcement in the library's newsletter.
  - Additional officer nominations will be sought from membership.
- Responses from the Volunteer Appreciation Day table in the lobby: there were not very many patrons coming through the lobby, even with a music and dance event that was taking place. The volunteers handed out brochures and attempted to engage people in talking about the Friends and what we do. There were two new memberships (in cash), and one new volunteer sorter. In future, we need better table signage – vertical sign holder display, and a banner.
- More ways to increase awareness of the Friends role: signs and brochures at library events, with more frequent headlines and acknowledgement footnotes in program announcements in the library's newsletter.

Treasurer's Report

- Excellent continuing income from the Book Nook.
- Income is on track to match, and likely exceed, last year's, with one more Book Sale next month.

Discussion and new business

- Ramona's father has passed away, and she will be out of the office for a short time. The Friends will send a sympathy card to her home.
- The Hitchcock Room is to be sub-divided, with more space given to the maintenance staff. The layout has not been finalized, so the Friends are not yet able to plan how to rearrange the tables, desks, and bookcases.
- Discussion of a social event in September, when more people are likely to attend.
- Continuing discussion of changing the time of the Executive Committee meetings, holding some outside of regular office hours, perhaps on Thursdays at 4:30.
- Continuing discussion of membership: rates, and whether volunteers should be given membership.

Meeting adjourned at 10:55 AM

Next Meeting: Thursday, June 5, 2025, 10:00 AM, Russell Library Annex Building

Respectfully submitted,  
Tisha Ferguson