

FRIENDS OF THE LIBRARY BOARD MEETING MINUTES

FEB. 19, 2020, 5:00 pm

The purposes of this corporation are:

- to promote public use of the Mammen Family Public Library;
- to develop appreciation of its value as a cultural and educational asset to the community;
- to supplement library services and materials beyond the library's normal operating budget,
- and to encourage the extension and improvement of its services.

The corporation also supplements the library's mission to provide an environment that inspires a life-long love of learning with programs and activities that make available educational and cultural opportunities not normally accessible to members of the community.

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Call to order/ verify quorum: Suzanne Kratz opened the meeting and verified a quorum at 5:02. Board members Suzanne Kratz, Mary Lu Zellers, Dale Pillow, Linda Quintero, Athena Houghtaling, Anne-Marie Kimbell, Deborah Halsted, and Eric Renth were in attendance; absent was Susan Shapiro. Also attending were Mary Catherine Cole, Donna Harris, and Susan Herr.

Introduction of Guests - none

Opening Remarks: Suzanne pointed out that we will try to keep meetings on a schedule.

Approval of previous minutes: Deb H. moved that the minutes be approved as amended. Mary Lu Zellers seconded; motion passed.

5. BARLD Report - No representative was in attendance today, but Suzanne and Dale both attended, and the recent discussion was about billing and construction issues.

Foundation Report – Book Ball and Valentine's Evening at the Library did not have big turnouts but were nicely done and enjoyed by those who attended.

Library Director's Report – Susan was not able to attend but she did just send out the monthly report.

Treasurer report - We have not yet received the 2019 end of year accounting from Deviney CPA. Discussed the process of making a purchase for the Butterfly Garden. Discussed the reconciliation process. Deborah Halsted motioned that we approve the January financial reports; Suzanne Kratz seconded; all approved.

Communications - none this month.

Committee Reports

Discussed Fiesta medals and whether or not to use them as a fund-raiser this year. Donna will order enough for the bus trip to Fiesta and maybe a few extra, but not 500.

Old Business

Book and Author – Planned for this Friday. Set up tables is tomorrow night.

Polo shirt sales - will offer again at the Book and Author, and Linda will send out an e-blast to FOL members.

New Business

BIG GIVE – March 26. Discussed designating BIG GIVE funds for Eagle Scout project materials this year. Linda will work with Katie to get an e-blast out.

S.T.A.G.E. – Suzanne will contact Susan S. to get an update.

Discuss how library wants FOL support on activities – Great Decisions is first activity discussed; Susan H. said the library plans to purchase and pick up food for these events, but they would like to have FOL members to assist on each evening. Library staff do want to continue the Veteran's Day program and are willing to take on the responsibility of organizing but would like assistance from FOL with getting the speakers and possibly helping with the hospitality.

New officer orientation: discussed.

Conflict of interest policy – all Board members and committee chairs need to sign this annually.

Discuss Board Member Responsibilities Agreement – Discussed whether to add a statement of responsibility for the FOL Board members to sign annually. Tabled for continued discussion.

Each officer has folder in the desk in the FOL office

Reminder to check your FOL emails

Become familiar with Bylaws, rules, other FOL items on library website -

Discuss how to attract more members/volunteers – Library staff has an open teen time on Sunday afternoons that could provide some volunteers to assist with activities, depending on the request. Linda just sent out a reminder to those who did not renew their FOL membership this year. Discussed recruitment opportunities.

Discuss ordering new shelf for upstairs and new office chair – Dale motioned that we purchase new checks, a shelf for upstairs and a new office chair (total limit of \$250). Mary Lu seconded; motion carried.

14. Calendar Review - completed

15. Adjournment at 6:40 p.m.

A brief Executive Session was held from 6:40 to 6:50 p.m.

Respectfully submitted,

Anne-Marie Kimbell,
FOL Co-Secretary

Minutes approved: April 15, 2020