

**FRIENDS OF the LIBRARY BOARD MEETING MINUTES**

**June 17, 2020, 3:00 PM**

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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 called the meeting to order at 3:03 pm. In attendance were FOL Board members Suzanne Kratz, Mary Lu Zellers, Anne-Marie Kimbell, Deborah Halsted, Susan Shapiro, Dale Pillow, and Eric Renth, and special agent Linda Quintero. Also attending were Susan Herr, Donna Harris, and Mary Catherine Cole.

Introduction of Guests – Michelle Grauerholz, Trustee.

Opening Remarks – none

Approval of previous minutes - Mary Lu made the motion to approve the May FOL Board meeting 2020 minutes as corrected; Dale seconded. Motion approved.

BARLD Report – Donna Harris said the BARLD is following along with the library's activities, nothing new. Congrats to Susan and staff for keeping things going.

Foundation Report – Dale reported the Foundation has not met since our last FOL Board meeting; however, they are recruiting for new members.

Library Director's Report – Susan H. reported the staff are doing well; Book Nook sales seem to be going well. Library attendees are steady, and many are using the study rooms. The library is closing the building at 5 p.m. for cleaning. Drive-through and gates are open until 6. Zoom classes continue and are well-attended. Discussion of continuing the online classes even when things return to normal. Summer reading kickoff was held by drive-through and had 425 people come by. Discussed leaving gates open longer in the evenings for people to use WiFi from parking lot/porch.

Treasurer report – Dale reported no major expenses. Book Nook is reopened, so we should have some sales to report for this month. The 90% of Book Nook sales that are being given to the

library monthly is being given to the library directors discretionary fund. Dale discussed general financial report and some recent expenses for the water feature. Discussed ongoing water feature expenses and the need to provide funding for it from our unrestricted funds as per budget. Board will need to approve the taxes when returned from CPA. We will review and approve by e-mail.

Communications – Suzanne received a few notes from Book and Author.

Committee Reports – Nothing to add to the reports that were sent out before the meeting.

Old Business -

T-shirt sales – we are refunding those few orders that we had previously received except for two that were donated in lieu of the sale since we are not re-ordering at this time.

New Business

Discuss and Vote on Strategic Plan – Tabled until we receive the Library's Strategic plan.

Discuss and vote on \$150 for kitchen items – A donation of \$150 was made earlier in the year by Martha Gaston, specifically for kitchen expenses. This has been spent and there is a balance of \$126.63 and 48.69 remaining for the purchases, for a total of \$175.32 Anne-Marie made a motion that FOL cover this amount (\$175.32); Dale seconded; motion passed.

Discuss and Vote on Ex Officio members of the board – Dale proposed that we list the library director, Foundation director, and BARLD president as ex-officio members of our board. These memberships are assigned to the position rather than a specific people. Dale made a motion that we include these three positions as Ex-Officio, non-voting members and change the standing rules to reflect that. Deborah H. seconded. Motion passed.

Discuss newsletter – Suzanne asked for assistance with the FOL newsletter. Mary Lu offered to help. We discussed moving to a quarterly newsletter for a while.

Discuss status of grants. Dale is working on several grants; the San Antonio Area Foundation is due at the end of June; and she is also working on the Minnie Piper Stevens and the Kronkosky grants.

Discuss and assign leads for Great Decisions, Big Give, Book and Author – Linda will update the website for the Big Give, which will all be conducted online this year. Deferred discussion of Great Decisions and Book and Author until we have more information about public gathering possibilities.

Butterfly Garden bench – We have \$450 in donor designated funds for the bench in Lee Franzel's honor. Dale made motion that we purchase the butterfly-shaped bench; Mary Lu seconded; motion passed. Linda will investigate ordering from Home Depot. We discussed having a plaque created in the Maker Space.

Calendar Review - no changes at this time.

Adjournment- at 4:06 p.m. Next meeting at 3:00 p.m. July 15, 2020.

Respectfully submitted,  
Anne-Marie Kimbell, PhD  
FOL Co-Secretary