

Friends of the Bulverde Area Rural Library District



Agenda

**FOL Annual Meeting 2022
Thursday January 27, 2022
Mammen Family Public Library**

- **6:00 PM Business Meeting begins**
 - **Call to Order**
 - **Verify Quorum (20% of membership)**
 - **Introduction of Board**
 - **Approval of 2020 Annual Meeting Minutes**
 - **Statement of Financial Position**
 - **FOL Accomplishments**
 - **FOL Volunteer Opportunities**
 - **Reporting FOL Hours**
 - **Results of E-mail Vote**
 - **Volunteer Group of the Year**

Membership

155 Voting members as of Jan 2022

69 Lifetime Members

74 Individual Members

12 Sponsor Members

- # in attendance tonight?
- 67 online votes cast Jan 21-26
- Verify quorum (20%) of current membership

2021 FOL Board

President – Suzanne Kratz

Vice-President – Mary Lu Zellers

Treasurer – Linda Quintero

Co-Secretary – Deborah Halsted

Co-Secretary – Anne-Marie Kimbell

Director of Committees – Jo Ellen Towry

Director-at-Large – Athena Houghtaling

Director-at-Large – Susan Shapiro

**FOL Annual Meeting Minutes
Thursday, January 23, 2020
Mammen Family Public Library**

- **Call to Order – President Clare Helminiak called the meeting to order at 6:06 p.m.**
- **Verify Quorum (20% of membership). Attendance was counted and a quorum was established with 52 members attending. Current total paid membership stands at 155.**
- **Introduction of Board – Clare introduced the 2019 FOL Board members and provided information about the FOL t-shirt sales.**
- **Approval of Minutes – Deb H. made a motion to approve the 2019 Annual Meeting minutes; Susan S. seconded. Motion passed.**
- **Statement of Financial Position – Treasurer Kathy Balasko and Special Advisor Linda Quintero provided the 2019 Statement of Financial Position. Linda explained the entries, including the various types of income/donations the FOL receives and the types of expenses the FOL has.**
- **Clare introduced Eric Renth, FOL member who has been appointed to fill the one year left in the position being vacated by Kathy Balasko.**

FOL Annual Meeting Minutes 2020 continued

- **FOL Accomplishments - Clare discussed some of the 2019 FOL accomplishments. (list included in the agenda)**
- **FOL Volunteer Opportunities – Clare issued a call for volunteers and discussed the types of volunteer opportunities available to FOL members. (list included with the agenda) Susan Shapiro discussed her role as the committee chairperson and as champion of the S.T.A.G.E. fundraiser. Donna Harris told the group about the 2019 Bus Trips and the current plans for 2020. She thanked the Bus Trip committee for all their work in 2019. Clare updated the group about the Butterfly Garden and discussed 2020 plans. Maria Keller discussed the Book Nook and volunteer opportunities. Clare discussed several other committees and the volunteer opportunities. All committee members encouraged people to attend their meetings and get involved. Linda provided information about the Electronic Communications committee work and asked for additional volunteer assistance. She also discussed the Reconciliation team need for volunteers. Suzanne reported that we need committee chair for the Hospitality committee; Linda provided information about this role. Suzanne also discussed the Big Give volunteer needs and the 2020 Book and Author event, which also needs volunteers.**

FOL Annual Meeting Minutes 2020 continued

- **Reporting FOL Hours – Susan Herr and Clare spoke about the importance of reporting volunteer hours and how this benefits the library. Anne-Marie and Linda discussed the reporting process.**
- **Nominations for Open Board Positions & Voting – Clare discussed the move to an 8-member board, which is permitted in our by-laws. Suzanne read the bios for and introduced the 3 candidates for the 3 open positions: Dale Pillow, Mary Lou Zellers, and Athena Houghtaling. Ballots were collected and counted; Dale, Mary Lou, and Athena will join the FOL Board for 2020.**
- **Volunteer of the Year: For 2019, the FOL Board elected to give this award to two people, both of whom had put in many volunteer hours – Linda Quintero and Kathy Balasko.**
- **Suzanne thanked Clare for her service on the FOL Board and gave her a small gift as a token of our appreciation.**
- **Meeting adjourned at 7:16 p.m.**

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



2021 Financial Reports

Friends of the BARLD -- 2021 Annual Statement of Financial Position

As of December 31, 2021

					Dec 31, 21	Dec 31, 20
ASSETS						
Current Assets						
Checking/Savings						
			10150 · New Wells Fargo Checking	6,328.92	10,774.39	
			10250 · New Wells Fargo Bus Savings	33,212.51	33,209.19	
			10300 · Petty Cash	100.00	100.00	
			10310 · Book Nook Petty Cash Reserve	0.00	100.00	
			10350 · Register and Pouch Cash	100.00	350.00	
			10400 · Paypal	<u>135.25</u>	<u>0.00</u>	
			Total Checking/Savings	39,876.68	44,533.58	
Other Current Assets						
			12000 · Undeposited Funds	61.75	120.00	
			13520 · Book Inventory	7,561.78	5,323.41	
			13800 · Pre-Paid Fiesta Expenses	0.00	1,387.65	
			Total Other Current Assets	<u>7,623.53</u>	<u>6,831.06</u>	
			Total Current Assets	47,500.21	51,364.64	
TOTAL ASSETS					47,500.21	51,364.64

Friends of the BARLD -- 2021 Annual Statement of Financial Position

LIABILITIES & NET ASSETS				Dec 31, 21		Dec 31, 20
	Liabilities					
	Current Liabilities					
	Credit Cards					
		21000 · US Bank Visa		<u>0.00</u>		<u>1,418.92</u>
		Total Credit Cards		0.00		1,418.92
	Other Current Liabilities					
		22000 · Sales Tax Payable		<u>237.89</u>		<u>116.08</u>
		Total Other Current Liabilities		<u>237.89</u>		116.08
	Total Current Liabilities			237.89		1,535.00
	Total Liabilities			237.89		1535.00

Friends of the BARLD -- 2021 Annual Statement of Financial Position

Equity			Dec 31, 21	Dec 31, 20
	31000 · Unrestricted Net Assets			
	31050 · Undesignated Assets		27,313.46	23,869.15
	31200 · Board Designated Funds			
	31300 · FOL Operating Reserve		15,000.00	15,000.00
	Total 31200 · Board Designated Funds		<u>15,000.00</u>	<u>15,000.00</u>
	Total 31000 · Unrestricted Net Assets		42,313.46	38,869.15
	33000 · Donor Restricted Net Assets			
	33030 · Butterfly Garden		4,933.92	5,890.86
	33040 · Library Collection, Digital		0.00	5,000.00
	33080 · Library Expansion		<u>14.94</u>	<u>69.63</u>
	Total 33000 · Donor Restricted Net Assets		4,948.86	10,960.49
	Total Net Assets		47,262.32	49,829.64
TOTAL LIABILITIES & NET ASSETS			47,500.21	51,364.64

Friends of the BARLD -- 2021 Annual Statement of Activities
As of December 31, 2021

Revenues	2021	2020
Contributions		
Unrestricted	13,862.26	9,451.33
Donor Designated	8,030.00	14,100.00
Membership	3,950.00	2,610.00
Earned Income	3.32	213.73
Book Nook Sales	11,544.58	8,038.35
Program Income	0.00	2,720.36
Fundraising		
Big Give	5,483.48	5,736.65
Holiday Tea Silent Auction	802.95	0.00
Total Revenue	43,676.59	42,870.42
Cost of Good Sold	<u>-10,399.84</u>	<u>-7,903.93</u>
GROSS PROFIT	33,276.65	34,966.49

**Friends of the BARLD -- 2021 Annual Statement of Activities
As of December 31, 2021**

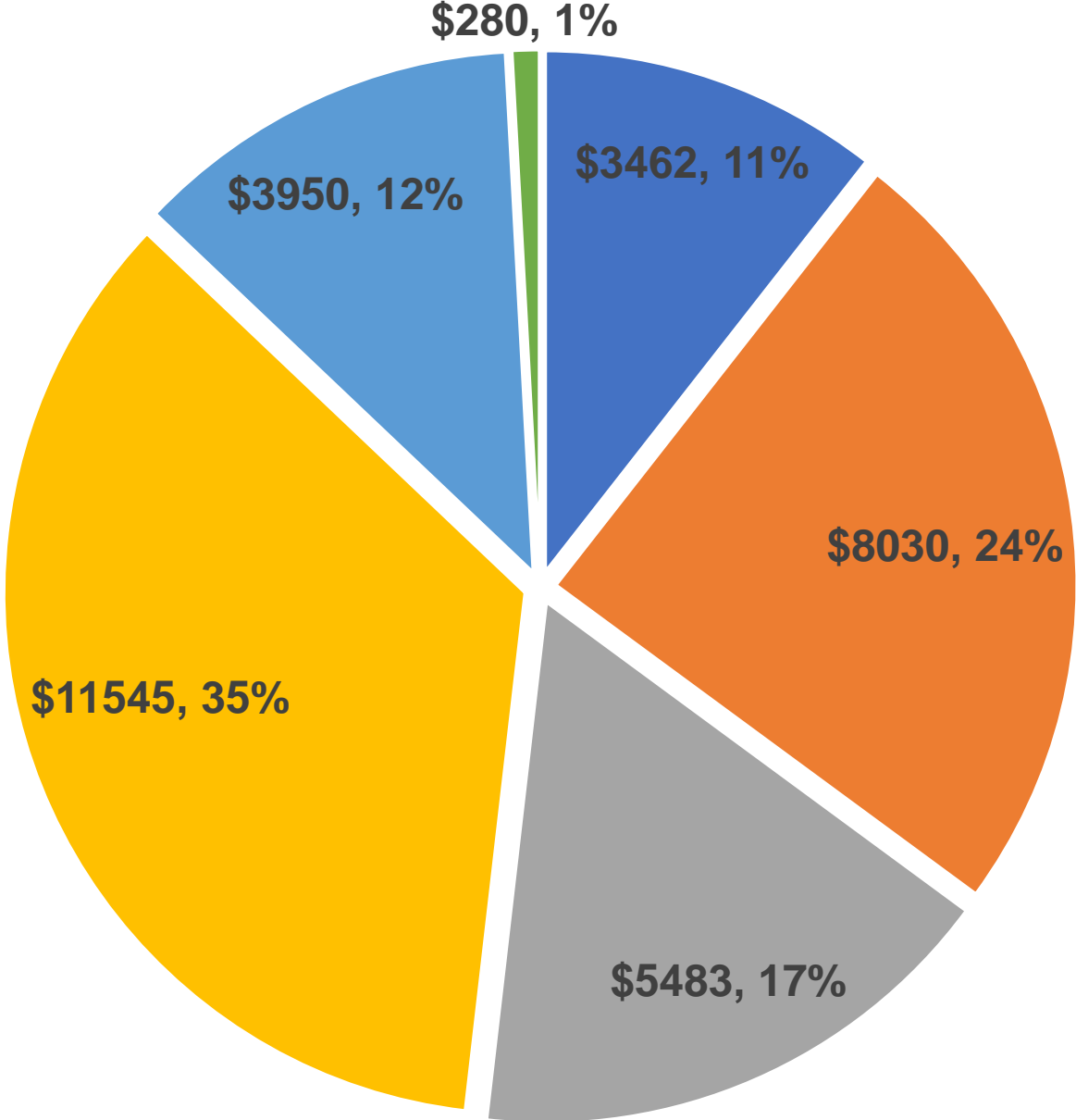
Expenses	2021	2020
Fundraising Expenses	935.99	0.00
Administrative Expenses	3,731.74	6,592.28
MFPL Support Expenses		
Disposable Masks	0.00	55.99
Library Collection	354.00	354.00
Digital Resources	20,607.42	13,977.61
Ancestry Database	1,359.14	2,639.10
Other Program Support	253.65	0.00
Summer Reading	<u>5,011.00</u>	<u>5,000.00</u>
Total MFPL Support Expenses	27,585.21	22,026.70

**Friends of the BARLD -- 2021 Annual Statement of Activities
As of December 31, 2021**

Expenses	2021	2020
MFPL Campus/Facility/Trekker		
Butterfly Garden	986.94	2,112.84
Water Feature	106.00	622.43
Trekker Ops & Maintenance	1,410.56	1,672.67
Kitchen Items	<u>0.00</u>	<u>297.75</u>
Total MFPL Campus/Facility Trekker	2,503.50	6,305.69
Book & Author Expenses	0.00	2,948.14
FOL Program Expenses	<u>1,087.63</u>	<u>1,505.76</u>
Total Expenses	35,844.07	39,378.57
Net Income	-2,567.32	-4,412.08
Net Assets at Beginning of the Year	49,829.64	54,241.72
Net Assets at the End of the Year	47,262.32	49,829.64

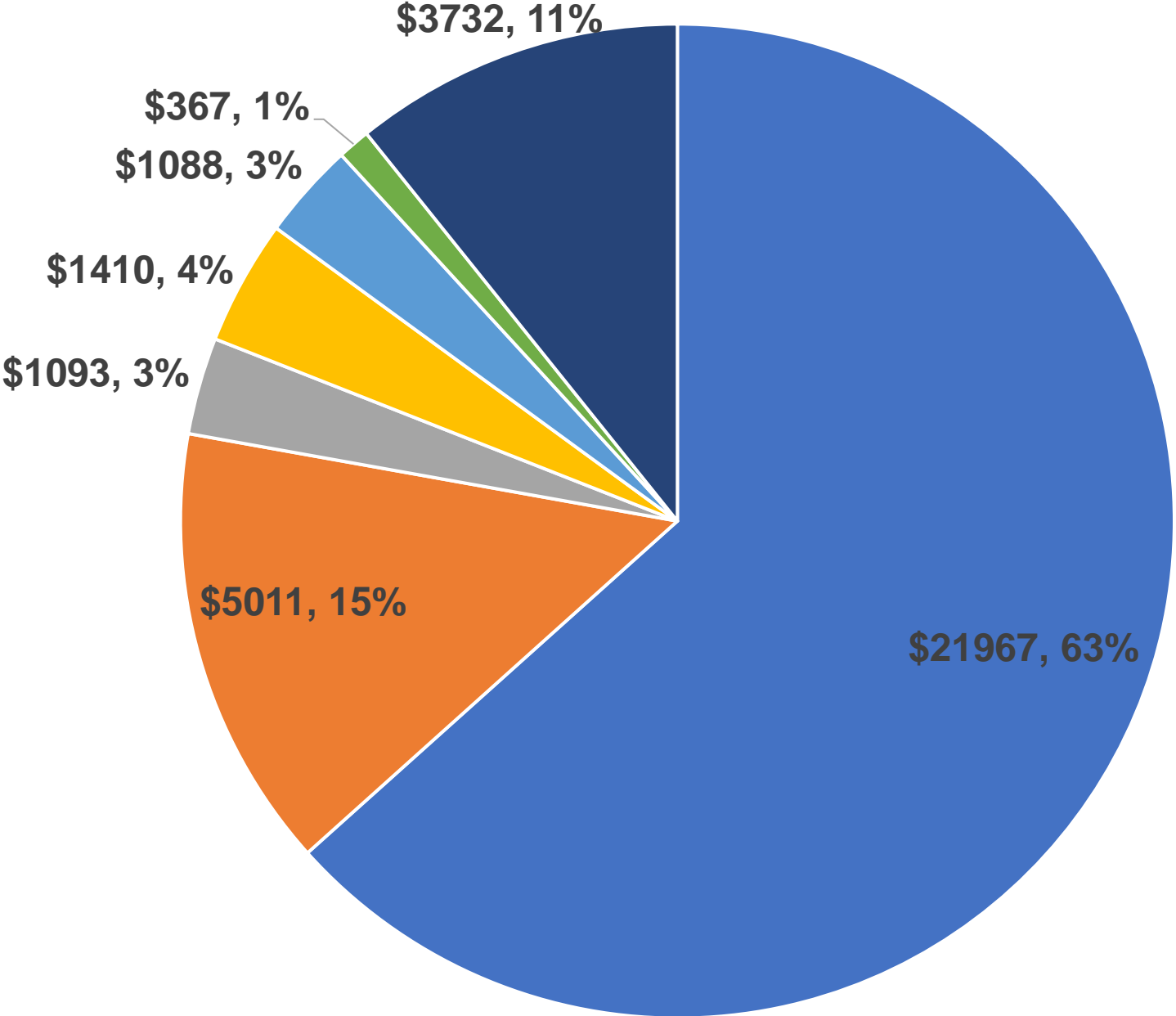
2021 MAJOR REVENUE SOURCES

- GENERAL CONTRIBUTIONS
- GRANTS
- BIG GIVE
- BOOK NOOK
- MEMBERSHIP
- SILENT AUCTION



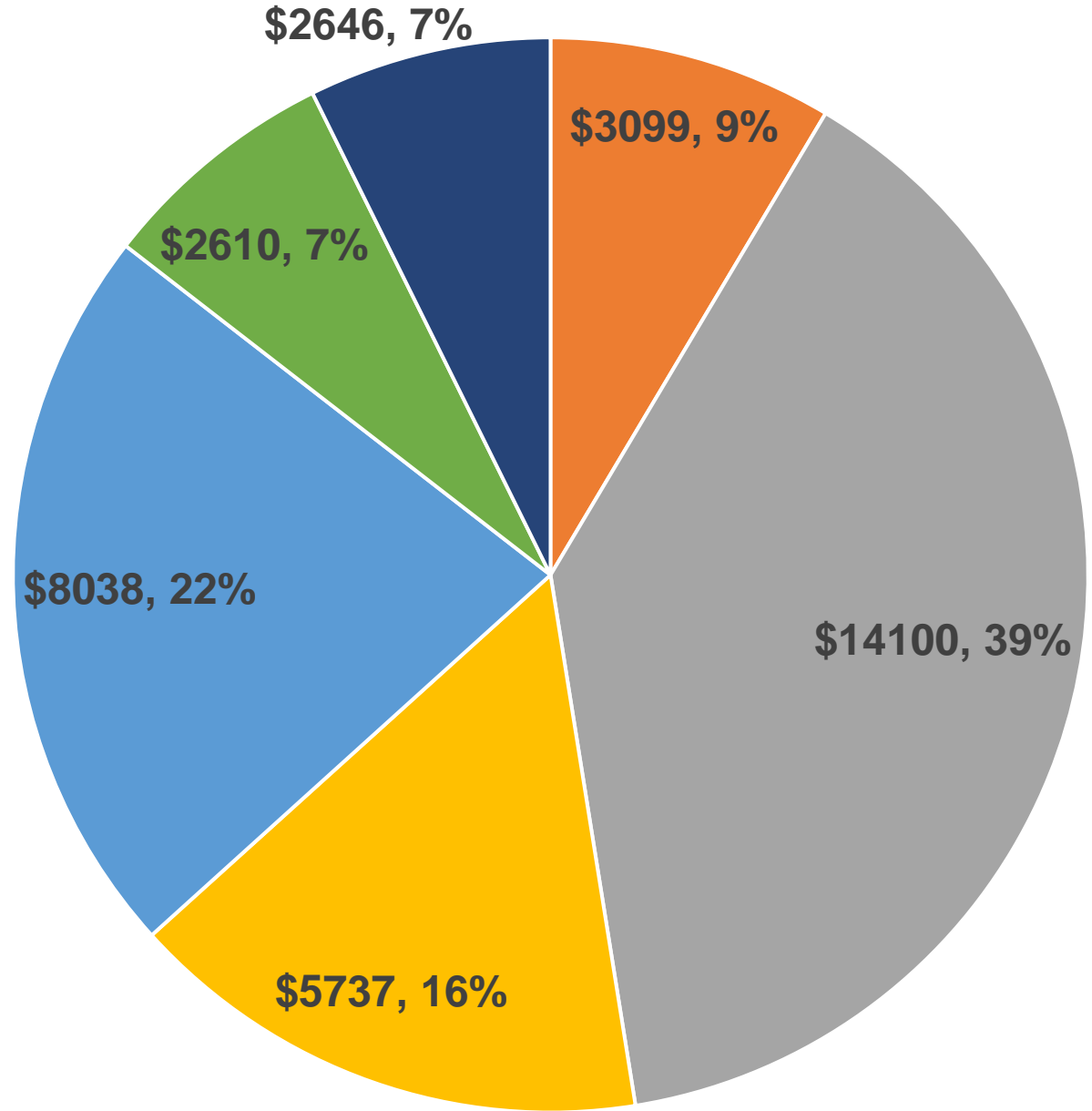
2021 MAJOR EXPENSES

- DIGITAL RESOURCES/ANCESTRY
- SUMMER READING
- BUTTERFLY GARDEN/WATER FEATURE
- TREKKER
- FOL PROGRAMS
- FUNDRAISING
- ADMINISTRATIVE



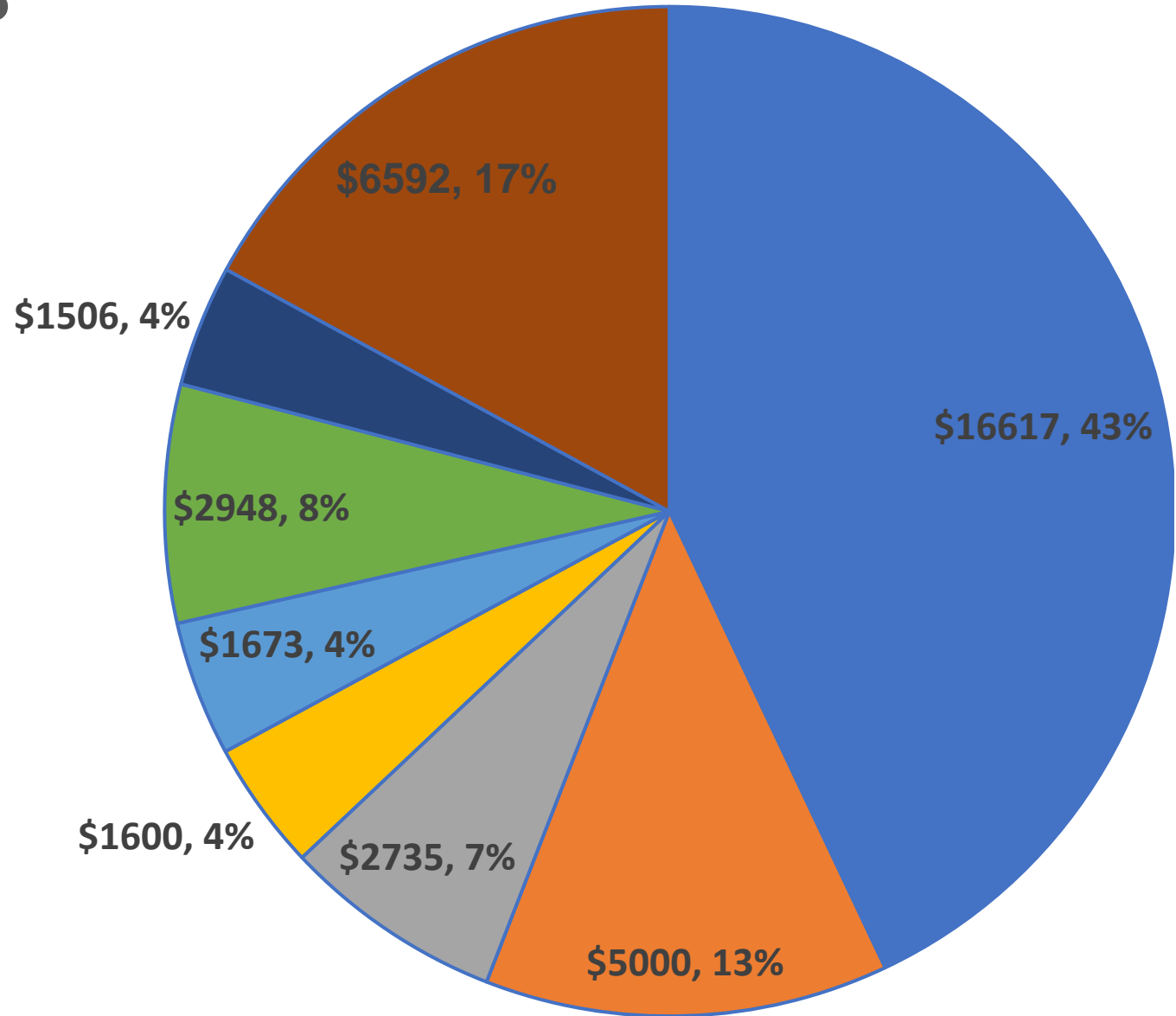
2020 MAJOR REVENUE SOURCES

- GENERAL CONTRIBUTIONS
- GRANTS
- BIG GIVE
- BOOK NOOK
- MEMBERSHIP
- BOOK & AUTHOR



2020 MAJOR EXPENSES

- DIGITAL RESOURCES/ANCESTRY
- SUMMER READING
- BUTTERFLY GARDEN/WATER FEATURE
- CONCRETE STEPS & RAILING
- TREKKER
- BOOK & AUTHOR
- FOL PROGRAMS
- ADMINISTRATIVE



Accomplishments

- Earned \$11,545 from the Book Nook – 75% goes to the Library. (2021)
- Provided \$20,607 for digital resources – Big Give, Book Nook sales, Grants (2021)
- Supported Summer Reading Program with \$5000 grant from HEB (2020 and 2021)
- Provided \$1411 for community outreach vehicle operations and support (2021)
- Provided \$987 for Butterfly Garden for replanting after 2021 freeze and ongoing work
- Volunteered 1476 hour for FOL activities (2021)
- Held Holiday Tea for patrons (2020 and 2021)
- Book and Author (2020)
- Helped support Great Decisions (2021)

Volunteer Opportunities & Reporting Hours

Committees:

- **Book Nook**
- **Book and Author Luncheon**
- **Butterfly Garden**
- **E-Communications**
- **Excursions**
- **Grants**
- **Historian**
- **Hospitality**
- **Membership**
- **Member Outreach**
- **S.T.A.G.E.**

GENERAL:

- Watch for notices of assistance needed for various events and sign up to help!
- Please report your FOL Volunteer Hours monthly by the 5th of the month via the e-mailed reporting reminder link.

2022 New Officers



Deborah Halsted (Returning)



Susan Lamarre

Volunteer Group of the Year!

- FOL Book Nook Committee totaled **858** volunteer hours!
 - Tammy Anderson
 - Catherine James
 - Karen Schmalz
 - Mary Pettit
 - Maria Kellar
 - Linda Quintero

FOL Focus 2022

- Raise funds to support digital resources, Trekker expenses, and computers for Girls Who Code
- Focus on fundraising by various events such as S.T.A.G.E. (May 5), BIG GIVE, Book and Author, Holiday Tea, Book Nook sales
- Energize current FOL members to get involved & recruit new, diverse, energetic members
 - Featured member of April Chamber luncheon with 5-minute presentation

2022 FOL Planning Calendar (as of Jan. 21, 2022)

JANUARY	FEBRUARY	MARCH	APRIL
5 FOL Planning meeting (3:00) 17 Closed for MLK Day 19 FOL Board Meeting 4:00 Zoom 20 BARLD Meeting 9:30 20 Foundation meeting 5:30 27 Annual Meeting (6:00 - Zoom) Library Staff Meeting	14 Stay at Home and Read a Book 16 FOL Board meeting 4:00 17 BARLD Meeting 9:30 Library Staff Meeting	16 FOL Board Meeting 4:30 17 BARLD Meeting 9:30 17 Foundation meeting 5:30 Library Staff Meeting	20 Chamber Luncheon FOL presentation 11:30 20 FOL Board Meeting 4:00 21 BARLD Meeting 9:30 Library Staff Meeting
MAY	JUNE	JULY	AUGUST
5 S.T.A.G.E. Waiting for MacArthur 18 FOL Board Meeting 4:00 19 BARLD Meeting 9:30 19 Foundation Meeting 5:30 Library Staff Meeting Summer Reading Program registration begins	15 FOL Board Meeting 4:00 16 BARLD Meeting 9:30 Library Staff Meeting Summer Reading Program begins (Tales & Tails)	4 Closed for 4 th of July 20 FOL Board Meeting 4:00 21 BARLD Meeting 9:30 21 Foundation Meeting 5:30 Library Staff Meeting	17 FOL Board Meeting 4:00 18 BARLD Meeting 9:30 Library Staff Meeting Summer Reading Prog. ends
SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER
15 BARLD Meeting 9:30 15 Foundation Meeting 5:30 21 FOL Board Meeting 4:00 22-23 BIG GIVE (6 p.m. – 6 p.m.) Library Staff Meeting	10 Closed for Columbus Day 19 FOL Board Meeting 4:00 20 BARLD meeting 9:30 Library staff meeting Great Decisions	11 Veterans Day events 16 FOL Board Meeting 4:00 17 BARLD Meeting 9:30 17 Foundation Meeting 5:30 Library Staff Meeting	FOL Holiday Tea 15 BARLD Meeting 9:30 21 FOL Board Meeting 4:00 Library Staff Meeting