

FRIENDS OF the LIBRARY BOARD MEETING MINUTES

Dec. 15, 2021, 4:00 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.

Call to order/ verify quorum – Suzanne Kratz called the meeting to order and verified a quorum at 4:06 p.m. In attendance were Suzanne Kratz, Mary Lu Zellers, Deb Halsted, Anne-Marie Kimbell, Linda Quintero, Athena Houghtaling, and Susan Shapiro (by Zoom). Not in attendance was Jo Ellen Towry. Also attending were Susan Herr, Library Director, and Mary Catherine Cole.

Introduction of Guests – none.

Opening Remarks – none.

Approval of previous minutes – Linda made a motion that we approve the October 2021 FOL Board meeting minutes with stated corrections; Mary Lu seconded; motion carried.

BARLD Report – Verbal report provided by Suzanne K, reading written report from Donna Harris. At the November BARLD Board meeting, newly elected trustees Debbie Neubauer and Michele Grauerholz were sworn into office. Both were reelected after their previous terms expired. Consolidation of financial accounts continues for ease of auditing and referencing as to use of each account. Most of the district money is now in various Texas Class accounts. They report excellent financial shape with adequate money for reserve operating expenses, debt repayment, and operating expenses. Research is being done on replacement and/or repair of the chilled water system. BARLD has requested additional information after hearing options, so they can make a prudent financial decision about needed changes to the system.

The board also approved the addition of zip code 78266 to our area of approved zip codes for library services, rounding out the service area according to frequent usage in the general geographic area.

Foundation Report – No representative in attendance. Suzanne attended their last meeting; however, they did not have a quorum in attendance.

Library Director's Report – Susan H. reported that they are working on staff goals for the strategic plan and gathering more information about the chiller options. M&S Engineering is going to evaluate the cost benefit and write the RFP for the library. Staff gift exchange and potluck is next Wednesday, December 22.

Treasurer Report – Linda discussed the Oct and Nov financials. We received a “surprise” \$3000 grant from Minnie Stephens Piper in November, which we used to pay for 2022 Ancestry.com and the rest was given to Susan for digital resources. Deb motioned to approve up to \$200 for needed office supplies (envelopes and notecards); Suzanne seconded. Motion carried.

Communications Report – Suzanne shared a notecard from Jewel in appreciation for the FOL and our contribution to the library staff meeting; also, a card from Susan H on behalf of the library thanking us for the donation in Ken Hamm's name. We also received a ballot from the National American Butterfly Association.

Committee Reports – Nothing to add to the written reports (attached with documents sent out prior to the meeting).

Old Business

Update on Holiday Tea – spent \$191.86 and made \$280 in baskets and paid \$7.72 in credit card fees. Discussions for suggestions for next year.

New Business

Annual Meeting Preparation & nominations – Mary Lu reported they have two names for nominations (Deb Halsted will run for reelection and Susan LaMarre). We discussed having the annual meeting at 4:00 with tea and cookies instead of a meal; tabled for further discussion at a planning meeting on Jan 5 at 3:00 p.m.

Review and approve 2022 Budget – Linda presented the proposed 2022 FOL budget for discussion. Anne-Marie motioned to approve the budget; Deb seconded; motion carried – budget approved.

Discuss need for Butterfly Garden Meeting due to budget constraints – Mary Lu will meet with the Butterfly Garden committee to discuss their needs

Ratify vote on 10/26 applying \$500 to Holiday Tea – Approved.

Ratify email vote to allow new members who joined in Oct/Nov/Dec 2021 to be considered paid for 2022 – Approved.

Review Standing Rules—Tabled until 2022 meetings.

Calendar Review - Completed.

Adjournment at 5:18 p.m.

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Respectfully submitted,

Anne-Marie Kimbell

FOL Co-secretary

Approved: January 19, 2022