

FRIENDS OF THE LIBRARY BOARD MEETING MINUTES



February 16, 2022 4:00 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: 4:00 -

- Introduction of 2022 officers: President Mary Lu Zellers, Vice-President Jo Ellen Towry, Co-secretaries Deborah Halsted and Anne-Marie Kimbell, Treasurer Linda Quintero, Director of Committees Athena Houghtaling, and Members at Large Susan Shapiro and Susan Lamarre.
- A quorum was verified: In attendance were Board Members Anne-Marie Kimbell, Linda Quintero, Susan Shapiro, Mary Lu Zellers, Deb Halsted, Jo Ellen Towry; not present were Athena Houghtaling and Susan LaMarre. Also attending were Donna Harris, BARLD President, Susan Herr, Library Director, and Mary Catherine Cole, member.

Introduction of guests: Judy Howett

Opening remarks – Discussed need for everyone to be able to sign into their library e-mail accounts. Library staff can assist with technical problems.

Approval of meeting minutes

- January 19 Meeting – Linda motioned to approve, Susan Shapiro seconded, motion passed.
- February 8 Executive Board Meeting – Minor corrections made; Deb H made a motion to approve; Susan Shapiro seconded; motion passed.

BARLD Report – Donna Harris reported they are still working to determine best options for library cooling repairs.

Foundation Report – No representative available. The Foundation has been working hard on the Stay at Home and Read a Book fundraiser. They also had a lot of board responsibilities during January.

Library Director's Report – Susan Herr reported that a pipe broke during this year's deep freeze and there were ice problems on part of the sidewalk. Hannah Johnson has been hired to do Adult Programming. Susan has been having individual meetings with staff this month and they are planning for Summer Reading and other programs.

Treasurer's Report – Linda Quintero discussed the end-of-year statement received from the CPA recently and the January financials, as well. HEB has already approved the grant request for Summer Reading program. The Minnie Stevens Piper grant, if received, could be used to improve the interior of the Trekker and/or buying an additional trailer to go with the Trekker. Linda submitted the paperwork to the Walmart foundation that will allow the Friends to be able to apply for a grant. Mary Catherine suggested we provide a banner or sign to HEB showing their support of our programming. Deborah H made the motion to approve the financials; Jo Ellen seconded; motion passed.

Communications – Mary Lu shared a thank you card from library staff for the cookies the FOL provided to the Polar Bear Express event at Christmas.

Committee Reports – Those reports that were received (Book Nook, Bus Trip, Electronic Communications, and Membership) were sent out prior to the meeting. No other reports were received in response to the monthly request for Committee reports.

Book and Author – Deb H reported they are considering asking Judge Nelson Wolfe, who recently published a book through Trinity Press, to speak at the event. Discussed other local authors as well.

S.T.A.G.E. – Susan S. said they will sell tickets online for the May 5, 2022, show. We will request a few paper tickets to sell in the library as well.

Old Business

- January Annual Meeting Notes – Linda sent an e-mail to the membership recapping the annual meeting.
- Review of Standing Rules- At the Feb exec committee meeting a committee was formed (Linda Q, Deb. H., and Mary Lu) to begin reviewing the FOL By-Laws and then the Standing Rules. Mary Catherine Cole offered to help, as well.
- Trustee and Foundation meeting attendance schedule- FOL members to sign up and attend when possible.
- April Chamber Presentation – Linda and Mary Lu will set up a meeting to discuss this.

New Business

- Email Address Update – All Board members should be sure they can access their library e-mails.
- Membership Category for Non-Profits – Bethanie suggested the creation of a cheaper membership for non-profit organizations, as there has been interest in a membership from a non-profit group that was unable to afford the full business rate of \$100

annually. We could consider a half-price rate of \$50. Anne-Marie made a motion that we create a new membership category for 501©3 non-profits at a rate of \$50 annually. Deb H. seconded; motion passed.

- Fundraising Opportunity (Debbie Neubauer) – Donna reported for Debbie - Wreaths Across America. Debbie would like to coordinate a Wreaths Across America project, which places wreaths on graves nationally near Christmas. This would be a fund-raiser for FOL, as FOL would sell sponsorships of wreaths for \$15 (for Ft. Sam graves only), and \$5 of each of these would go to FOL. We would assist with the placement of wreaths at Ft. Sam on Dec. 17. If we adopt this as a fund-raiser, it is an ongoing commitment unless we cancel. Linda Q made a motion that we adopt this fund raiser; Susan Shapiro seconded. Motion passed.
- Conflict of Interest Statements – Mary Lu asked that all board members sign the conflict-of-interest statements; she will e-mail them to us.
- Website Updates – Discussed.
- Meeting with Bank – Linda will set up a meeting with the bank for Mary Lu, Jo Ellen, and Linda.

Calendar Review - discussed

Adjournment at 5:17 p.m.

Respectfully submitted,

Anne-Marie Kimbell

Co-secretary

Approved: March 28, 2022