

FRIENDS OF THE LIBRARY BOARD MEETING MINUTES



August 15, 2022 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 – Mary Lu called the meeting to order at 4:02. FOL Board members present included Mary Lu Zellers, Jo Ellen Towry, Linda Quintero, Deb Halsted, Anne-Marie Kimbell, and Susan Shapiro. Athena Houghtaling was absent. Additional attendees were Deb Neubauer and Donna Harris, BARLD Representative.

Introduction of guests – No guests in attendance.

Opening remarks – Jo Ellen, Deb H., and Mary Lu all attended a meeting with Cornelia Beach to discuss the FOL sponsoring the Roundtable along with the Foundation. An invitation letter has been written and signed by Mary Lu and Pat Rodriguez and is awaiting printing with addresses by Susan H. to invite the nonprofits to the roundtable. We held a member election August 3 which was not well-attended. Gennaro's has agreed to cater for the Book and Author meeting. Linda has been working with Gene to update the member list. We want to encourage people to use Amazon smile when they shop at Amazon.

Approval of June and July meeting minutes - Linda made a motion to approve the May minutes after minor corrections had been made, Deb seconded; motion carried. Linda made a motion to approve June minutes after minor corrections had been made; Deb seconded; motion carried. Linda made a motion to accept the July minutes after minor corrections had been made; Deb seconded; motion passed.

BARLD Report – Donna reported the Trustees continue to work toward purchasing the lot next door. The Trustees will hold an election in November. They will have 3 positions up for election. The deadline to apply to run for these positions is August 17.

Foundation Report – No representative available. Mary Lu reported the Foundation will hold their Mini-golf tournament at the library on October 1.

Library Director's Report -Not available.

Treasurer's Report – Linda Quintero discussed the July financials. We nearly broke even on the Quilt Guild trip with 15 people attending (loss of less than \$10). The taxes have been filed. Donna pointed out that, concerning our financials; we have an excess amount of unrestricted cash available and should probably designate or spend much of this.

Communications – None received.

Committee Reports – The reports were sent out with the documents for the meeting. Mary Lu noted a correction to the Book and Author report –we have not yet sent our sales tax-exempt form to Gennaro's for the Book and Author meeting, but this will be done.

Book Nook – Linda reported that the Book Nook had a good month. They will have a sale on the date of the Book and Author, as this is our tax-free date.

Excursion Committee – Those who attended enjoyed the trip to the New Braunfels Quilt Guild. Discussed whether the FOL wants to guarantee the bus to Fredericksburg no matter the attendance; how much the cost would be individually or to the FOL. The committee will come up with a plan for the proposed Nov 1 Fredericksburg trip.

Veterans Day Committee – Debbie N. reported that notice has been sent to the Chamber; she will be sending out an e-blast to library patrons and to the FOL. Currently, we have 56 sponsored wreaths. The theme of Veterans Day program will be Wreaths Across America. A children's area will be set up for coloring wreaths. Sponsorship table will be set up; decorating will be done on Friday morning; they will send out a request for help for decorating and clean-up after. She plans to be showing a video displaying on all four TVs during the event. Cake and cupcakes will be served (from HEB); Deb said she would be contacting SVHS ROTC and Bill Brown choir to ask for their participation.

Wreaths Across America – Deb N. reported Dec 17 wreath placement will have heavy traffic and parts of the area are under construction, so we may consider a bus to drop people off and return for pickup. Linda made a motion that we pay for the bus (including a tip for the driver); Anne-Marie seconded; motion passed.

Old Business

- **FOL Bylaws** –Susan S. made a motion to accept our election results; Jo Ellen seconded; motion passed.
- **FOL name correction with State of Texas** – passed (see previous item)
- **Book & Author Luncheon** – ticket sales are set up online and there is a form at the desk. Sign-up request was sent out for volunteers to help setup, work during, and clean up.

- **Foundation/FOL Roundtable for area non-profit organizations** – to be held Oct. 7. No additional volunteers needed at this time.

New Business

- **Be a Friend Brochure reorder** – Discussed need to reorder quickly for various upcoming functions and ongoing mixers/power lunches/library packets. Linda made a motion that we purchase 500 brochures; Anne-Marie seconded; motion passed.
- **Standing Rules review** – Mary Lu, Deb H., Jo Ellen, Linda, and Mary Catherine Cole will review the Standing Rules.
- **Big Give proceeds designation** – In July, we voted to designate the proceeds to a fund for distribution of library materials throughout the library district (see July minutes).
- **Book Nook Coupon - Member Recipients for August** – Recipients are Stephanie Clark and Thelda Courtney. Discussed giving new members a coupon also: Charles Ehlert and Teri Plunkett. We will also give coupons to those who become lifetime members.

Foundation & BARLD Meeting Representation:

- **Foundation Meeting September 1 – Mary Lu**
- **BARLD Meetings August 18 - Mary Lu, September 15 – Jo Ellen**

Calendar Review/Save the Dates

- **Book & Author Luncheon– Wednesday September 21**
- **Big Give September 22-23**
- **Foundation Library Golf – Saturday October 1**
- **Foundation/Friends Roundtable for area nonprofits – October 7**
- **Bus Trip to Fredericksburg – Tuesday, November 1**
- **Veteran’s Day – Friday November 11**
- **FOL Holiday Tea – Thursday December 1**
- **Wreaths Across America (Fort Sam) – December 17**

Next Meeting: Monday, September 19 - 4:00 pm

Adjournment at 5:33

A brief Executive Session was held to discuss Board vacancy and upcoming open positions.

Respectfully submitted,

Anne-Marie Kimbell, Co-secretary

Approved: September 16, 2022