

FRIENDS OF THE LIBRARY BOARD MEETING MINUTES



May 16, 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 Zellers called the meeting to order at 4:10, but there was no quorum at that time so only general matters were discussed. With the arrival of Susan Shapiro and Jo Ellen Towry, a quorum was formed and verified at 4:20 p.m. In attendance were Board members Mary Lu Zellers, Jo Ellen Towry, Linda Quintero, Athena Houghtaling, and Susan Shapiro. Absent were Anne-Marie Kimbell and Deborah Halsted. Also in attendance was Betty Cramer representing the Foundation of the BARLD. Susan Herr, Library Director, and Montana Rindahl, Children's Librarian, also attended part of the meeting.

Introduction of guests – Olivia (granddaughter of Jo Ellen), was also present.

Opening remarks – Mary Lu informed the Board that the Friends received a grant of \$3000.00 from the Minnie Stevens Piper Foundation. This was an unsolicited grant and the thank you to MSPF has been sent and the funds disbursed to the Library. The Library will use the funds for a new Newsbank database. Mary Lu also shared that she attended the Foundation's Realtors Roundtable in April. About six realtors attended, and it was very informative.

Approval of April 16 meeting minutes: Susan Shapiro motioned to approve the April minutes with the following changes: correct spelling of Susan Lamarre's name from LeMarre to Lamarre, and on the Library Director's Report, change staff lunch to staff meeting. Jo Ellen Towry seconded the motion and the motion passed.

BARLD Report – Donna Harris, BARLD President, was not at the meeting but sent an email. She said there was no new business to report but wanted to remind the directors of the Joint BARLD, Friends and Foundation meeting on Saturday, May 21, 11:00 a.m. to 1:00 p.m. Some of the library staff will describe their duties, and there will be a presentation on kiosks and lockers.

Foundation Report – Betty Cramer represented the Foundation. She said they just added a new board member (a realtor). On the 2nd Saturday in September, they will host “Golf in the Library.” They will be working on the details at their next meeting.

Library Director’s Report – Susan Herr informed us that Bethanie will be leaving in August and Lois will be retire in the fall. She also said the Library received the \$10,000.00 grant from the State Library to redo the insides of the Trekker. Montana Rindahl provided information about the Summer Reading program for 2022. The kickoff will be June 11, and the theme is Oceans of Possibilities. She showed the T-shirts that Mackenzie designed and provided a program guide on all the children’s programs and activities. They expect about 600 on June 11 and will have a bounce house and serve sno-cones. It will be held in the lower parking lot. The Friends will have a table to hand out water and pass out the T-shirts.

Treasurer’s Report – Linda said the worksheets and file for the 2021 taxes were sent to the accountant at Williams Steinert Mask (WSM). WSM filed an extension and we have the IRS acceptance and identification number but have not yet received the approval letter from the IRS with the extension date. The April Financial Reports were sent out with the meeting documents. Linda highlighted that we have \$46,872.61 in total liabilities and net assets, with \$4255.81 in designated funds for the Butterfly Garden. On the Profit & Loss Budget Performance Report, Linda identified that we did not budget for contract services for graphic design and for the Chamber luncheons as they were not requirements when we developed the budget. She made some recommended adjustments in the budget to address those items but did not have her report with her. She will present at the June meeting. Linda also reviewed the projected expenses since April 30. She will pay the registration fee for the September Big Give by May 17.

Communications—Mary Lu said we need to get the banner for HEB so we can post in the store. Susan Herr is going to work with the staff to produce a banner.

Committee Reports – Sent out with meeting documents.

Old Business

- FOL Chamber Luncheon April 20 – Mary Lu and Linda really appreciated the support of the several board, BARLD, and Foundation members who attended the luncheon. They both did a lot of preparation went for the presentation but had to cut a lot of material since they were limited to five minutes. Linda had provided the presentation to Susan H, and she said she could post on the website. Having the FOL brochures, helped get our message out.
- S. T.A.G.E. Fundraiser on May 5 –We have not received the check from STAGE yet. We sold 17 paper tickets but not sure how many online. Susan Shapiro said she was told there were only 56, not a very good showing. We should get all proceeds minus the

\$205 royalty fee and the \$60 building fee. The confusion with STAGE's sell of \$10 tickets for a May 6 performance did not help our sales. Additionally, many of our members are hesitant to attend large functions due to COVID and also don't like to drive at night. A matinee performance may be better for us, but probably not doable.

- Bylaws Approval Process – With so much happening last month, we did not have a coffee and cookie event. The Board decided that we would do this on June 28 and have members attend and vote on the bylaws. We can also have ballots available for those who cannot attend. Linda will send out copies of the existing bylaws and the proposed bylaws two weeks prior to the meeting so members can review the documents.
- FOL Board Vacancy: Susan Lamarre resigned from the Board at the March meeting as she is moving to New Braunfels due to family health issues. Mary Lu will prepare an announcement for an eblast to see if any members are interested in completing Susan's term (3 years).

New Business

- Big Give Registration—Linda will pay our registration fee by May 17.
- Table at Summer Reading Registration—We will have a tent and table for the Summer Reading Kick off to pass out water and T-shirts on June 11, 10:30 a.m. to 1:30 p.m. Linda will prepare a SignUp Genius email asking for volunteers.
- Veterans Day—November 11—Mary Lu contacted Bulverde VFW to see if they are interested in partnering with us for a Veterans Day Program. This will be an item of discussion at the June meeting.
- Book Nook Coupon - Member Recipient for May—Pat Haecker
- Board Meetings – discussed meeting dates. No change.

May Meetings Representation: BARLD, Chamber Luncheon – Mary Lu will attend the BARLD meeting on May 19. Linda will attend the Foundation meeting on June 2. We will need to update the SignUp list since the Foundation is now meeting monthly on the 1st Thursday of the month.

Calendar Review – completed.

Next Meeting: Monday, June 20 at 4:00 pm

Mark your calendars – Joint meeting with BARLD & Foundation Boards – May 21

Adjournment at 5:25.

Respectfully submitted,
Linda Quintero, Treasurer

Approved: August 15, 2022