

The Friends of the Library Executive Board will meet on Monday, July 16, 2018, at 7:00 p.m. in the Library Board Room. This will be an open meeting. Committee chairs and members are welcome.

## AGENDA

1. Call to order (Sowls)
2. Motion to approve minutes from the meeting held Monday, June 18, 2018 (Sowls)
3. Call for additions to agenda and announcements (Sowls)
4. Treasurer's report and finalized 2018-2019 Annual Budget (Kocken)
5. Board liaison report (Brant)
6. Library director's report (Westby)
7. Program & Development Coordinator and Administrative Assistant (Baroni/Claudio)
  - a. Nonprofit Innovation Conference
  - b. Update on Maternity Leave Coverage
  - c. General Updates
8. Committee Reports
  - a. Books for Babies (Baroni)
9. Old business
  - a. Board Job Descriptions (Sowls)
  - b. Organizational Chart/Job Description (Baroni)
10. New business (Sowls)
  - a. August Friends Board Social (Baroni)
  - b. Book Sale (Sowls)

cc: Pamela Westby, Library Director  
Grace Rich, Book Sale Committee Chair  
Nancy Sowls, Give a Kid a Book Committee Chair  
Brenda Brant, Nominating Committee  
Isa Small, Programming & Communications Services Manager

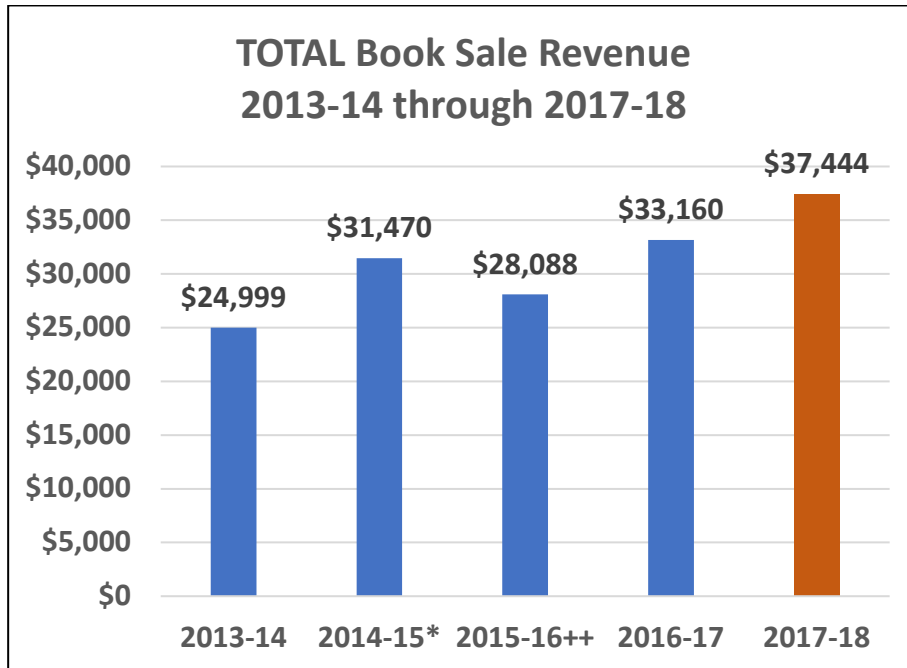
Enclosures/Attachments

### **The Mission of Friends of the Library**

*To encourage public use of and advocate for library resources and services; To assist in fundraising efforts that provide the public with an enhanced library collection and improved services; To support the Freedom to Read statement of the American Library Association; To provide volunteer services requested by the library for special events and projects.*

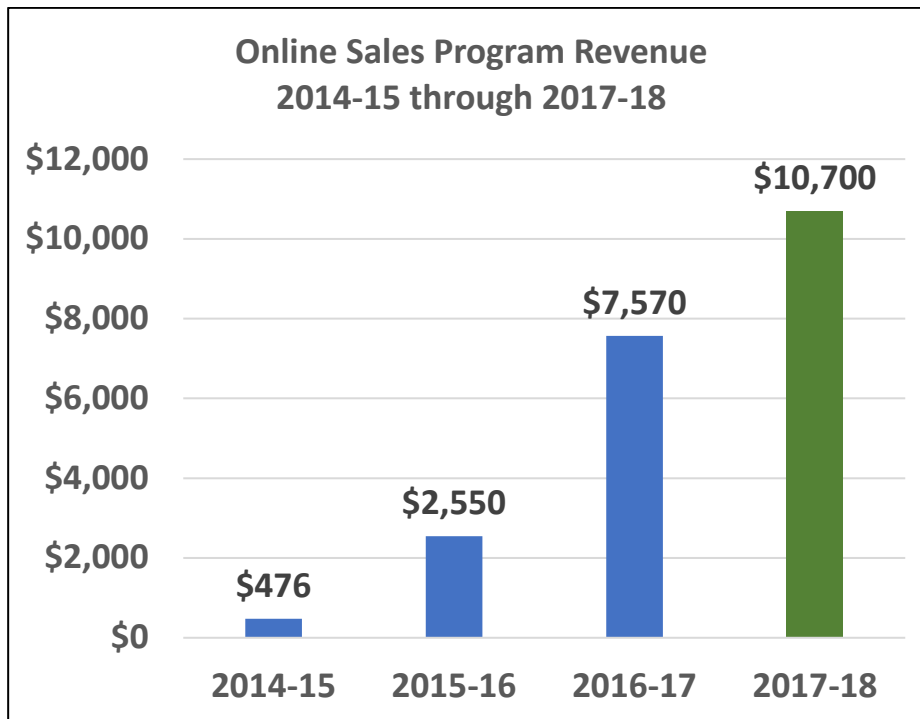
## Book Sale Report for July 16, 2018, Board Report

Book sale revenue for 2017–18 = **\$37,444**; highest since 2012; 13 percent increase over 2016–17



\*2014–15 Five on-site sales. Added credit card sales, Sunday sales, mini-sales, Battered Book Bonanza. Started online program. Almost killed volunteers

++2015–16 Dropped to four on-site sales; focused on growing online program



For calendar year 2018 to date, have earned **\$13,348** from **on-site** sales **\$6,196** from **online** sales

- Grace resigned effective July 16, 2018
- Recommend stopping Better World Books (BWB) program; revenue doesn't justify labor costs; only \$200.53 in revenue from 2017–18 from BWB
- eBay sales were slated to be focus of 2018–19 book sale program; anticipated revenue of \$3,000–\$4,000; recommend stopping eBay sales program for lack of personnel

2104 Mitscher Avenue  
Eau Claire, WI 54701  
July 10, 2018

Friends of the L. E. Phillips  
Memorial Public Library Board  
400 Eau Claire Street  
Eau Claire, WI 54701

RE: Resignation as Book Sale Manager

The City and the library have recently implemented new safety/security policies that significantly impact the book sale program regarding scheduling and access. Coupled with statements and actions from decision makers at the library and the City, I believe I can no longer lead the book sale at the level of quality to which I am personally committed. I am resigning as book sale manager effective Monday, July 16.

*Grace E. Rich*