

The Friends of the Library Executive Board will meet on Monday, September 15, 2025, at 6 p.m. at the L.E. Phillips Memorial Public Library in room 105. Committee chairs and members are welcome.

AGENDA

1. Call to order/Roll Call (Mathson)
2. Motion to approve minutes from the meeting held on Monday, July 21, 2025 (Mathson)
3. Call for additions to the agenda and announcements (Mathson)
4. Treasurer's reports (Gragert)
5. Library report (Hennings)
6. Board liaison report (Pesicka)
7. Staff General Updates (Yearous/Hayden)
 - a. Sidewalk Sale results
 - b. We Care Eau Claire Backpack Giveaway
 - c. Seasonal Train Exhibit Sponsorship Update
 - d. Card Crawl Volunteers Needed
8. Old Business
9. New Business
 - a. RCU CD renewal

The Mission of Friends of the Library

The mission of the Friends of the L.E. Phillips Memorial Public Library is to encourage literacy, expression, and discovery in the Chippewa Valley through support to the L.E. Phillips Memorial Public Library and the surrounding community.

Friends of the Library Monthly Meeting 7/21/2025

Present: Jeremy Gragert, Treasurer; Michael Kersting, Member at Large; Esther Moen, Past President; Astrid Hayden, Administrative Assistant; Kimberly Hennings, Deputy Director; Mary Jo Mayer, Secretary; Deb Mathson, President; Stacy Yearous, Program and Development Coordinator; Sara McIlquham, Vice President; Member at Large; Anna Zook, Guest

Absent: Gary Pesicka,

1. **Mathson** - Meeting called to order 6:00 p.m.
2. **Mathson** - Motion put forth to approve Friend's meeting minutes from June 16, 2025. Esther M. approves, Michael K. seconds, motion approved.
3. **Addition to agenda (Stacy)** - Welcome Anna Zook to Friend's Board in place of Colton Ward. She has been Arts Librarian at UWEC for past 2 yrs., as well Digital Services Librarian for LE Phillips Library for past 6 yrs. Motion put forth by Mathson to approve Anna for Member at Large for 2025-26 Friends Board. Michael K. approves, Jeremy G. seconds, all approves, motion is passed.
4. **Treasurer's report (Gragert)** - New fiscal year begins July 1st. Highlighting the \$6500.00 in donations, offsetting somewhat slower book sales.
5. **Library report (Hennings)** - Summer, most notably the month of June, has been a busy time/month at library. The Community Language Collection launched and is received very well. Dabble on the Patio has had an "amazing" turnout so far this summer. Also of note is a kinetic sand table built by M. Levenick which is on display in library.
6. **Board Liaison report (Kim H. (for Gary P.))** - Board has welcomed 2 of 3 new members.
7. **General Staff Updates (Yearous/Hayden)** - Friends has joined DECI (Downtown Eau Claire, Inc.) This is a non-profit organization working to promote downtown Eau Claire in various ways. Sidewalk book sales held in June and July netted approx. \$330.00 ea. Next sale will be August 1st., outside Dabblebox. Also looking at Sept. 27 for a book bag sale. Donations of Harry Potter Book Collections has prompted a Silent Auction to be held Harry Potters on birthday July 31. Seasonal Train Exhibit Sponser Update: sponsors being contacted via letter, hoping for all 4 majors sponsors to return. November 2026 membership drive is coming soon. We will be expanding our email/letters to a broader audience in part due to the recent cuts in federal funding.
8. **Old Business (Yearous)** - Reminder : There is no formal Friend's meeting on Monday, August 18th. We will have picnic outside Dabblebox. Light meal provided.
9. **New Business (Mathson)** - Idea put forward to give opportunity for board members to raise a topic/idea at end of each meeting. Fundraising ideas i.e. how to approach individuals/business for donations was discussed.

Meeting adjourned by Mathson at 6:36 p.m. Minutes submitted by Mary J Mayer, Secretary

Statement of Financial Position Summary

Friends of the LE Phillips Memorial Public Library

As of August 31, 2025

DISTRIBUTION ACCOUNT	TOTAL
Assets	\$97,881.53
Current Assets	\$97,881.53
Bank Accounts	\$37,100.69
Other Current Assets	\$60,780.84
Total for Current Assets	\$97,881.53
Total for Assets	\$97,881.53
Liabilities and Equity	\$97,881.53
Liabilities	\$14,879.50
Current Liabilities	\$14,879.50
Credit Cards	
Other Current Liabilities	\$14,879.50
Total for Current Liabilities	\$14,879.50
Long-term Liabilities	
Total for Liabilities	\$14,879.50
Equity	\$83,002.03
Total for Liabilities and Equity	\$97,881.53

Statement of Activity

Friends of the LE Phillips Memorial Public Library

August 1-31, 2025

DISTRIBUTION ACCOUNT	TOTAL
Income	
Book Sales	0
Amazon/Ebay/Pango Sales	627.07
Bookstore Sales	1,355.79
Online Book Sales	621.77
Total for Book Sales	\$2,604.63
Corporate Memberships/Sponsorships	250.00
Interest	370.58
Memberships (Households)	161.74
Miscellaneous Income	450.00
Programs	0
In Honor Of	100.00
Total for Programs	\$100.00
Total for Income	\$3,936.95
Cost of Goods Sold	
Gross Profit	\$3,936.95
Expenses	
Book Sale Expenses	0
Book Sales	0
Promotions	9.92
Total for Book Sales	\$9.92
Online Book Sales	0
Postage	49.65
Total for Online Book Sales	\$49.65
Total for Book Sale Expenses	\$59.57
Credit Card Co. Fees	25.93
Miscellaneous Expense	30.00
Office Supplies	-20.00
Payroll Expenses	0
Taxes	222.74
Wages	2,911.66
Total for Payroll Expenses	\$3,134.40
Program Expense	0
Books for Babies	0
Books	489.39
Supplies	90.07
Total for Books for Babies	\$579.46

Statement of Activity

Friends of the LE Phillips Memorial Public Library

August 1-31, 2025

DISTRIBUTION ACCOUNT	TOTAL
In Honor Of	0
Library	100.00
Total for In Honor Of	\$100.00
Total for Program Expense	\$679.46
Subscriptions/Org. Membership	297.99
YS Programs and Services (Prizes/Giveaways)	304.28
Total for Expenses	\$4,511.63
Net Operating Income	-\$574.68
Other Income	
Other Expenses	
Net Other Income	0
Net Income	-\$574.68

Statement of Activity by Month

Friends of the LE Phillips Memorial Public Library

July 1-August 31, 2025

DISTRIBUTION ACCOUNT	JULY 2025	AUGUST 2025	TOTAL
Income			
Book Sales			0
Amazon/Ebay/Pango Sales	481.45	627.07	1,108.52
Bookstore Sales	1,085.58	1,355.79	2,441.37
Online Book Sales	842.83	621.77	1,464.60
Total for Book Sales	2,409.86	2,604.63	\$5,014.49
Capital Appeal Donations	400.00		400.00
Corporate Memberships/Sponsorships	250.00	250.00	500.00
Interest	116.43	370.58	487.01
Memberships (Households)	678.92	161.74	840.66
Miscellaneous Income		450.00	450.00
Programs			0
In Honor Of	450.00	100.00	550.00
Total for Programs	450.00	100.00	\$550.00
Total for Income	4,305.21	3,936.95	\$8,242.16
Cost of Goods Sold			
Gross Profit	4,305.21	3,936.95	\$8,242.16
Expenses			
Book Sale Expenses			0
Book Sales			0
Promotions	9.98	9.92	19.90
Total for Book Sales	9.98	9.92	\$19.90
Online Book Sales	20.00		\$20.00
Postage	289.19	49.65	338.84
Supplies	76.24		76.24
Total for Online Book Sales	385.43	49.65	\$435.08
Total for Book Sale Expenses	395.41	59.57	\$454.98
Credit Card Co. Fees	25.93	25.93	51.86
Memberships	59.79		59.79
Miscellaneous Expense		30.00	30.00
Office Supplies	12.99	-20.00	-7.01
Payroll Expenses			0
Taxes	213.43	222.74	436.17
Wages	2,789.90	2,911.66	5,701.56
Total for Payroll Expenses	3,003.33	3,134.40	\$6,137.73
Program Expense			0
Books for Babies			0
Books	590.58	489.39	1,079.97
Supplies	10.94	90.07	101.01
Total for Books for Babies	601.52	579.46	\$1,180.98

Statement of Activity by Month

Friends of the LE Phillips Memorial Public Library

July 1-August 31, 2025

DISTRIBUTION ACCOUNT	JULY 2025	AUGUST 2025	TOTAL
Give-a-Kid-a-Book			0
Misc. Expenses	4.99		4.99
Total for Give-a-Kid-a-Book	4.99	0	\$4.99
In Honor Of			0
Library	450.00	100.00	550.00
Total for In Honor Of	450.00	100.00	\$550.00
Total for Program Expense	1,056.51	679.46	\$1,735.97
Subscriptions/Org. Membership	182.99	297.99	480.98
Telephone	7.80		7.80
YS Programs and Services (Prizes/Giveaways)		304.28	304.28
Total for Expenses	4,744.75	4,511.63	\$9,256.38
Net Operating Income	-439.54	-574.68	-\$1,014.22
Other Income			
Other Expenses			
Net Other Income	0	0	0
Net Income	-439.54	-574.68	-\$1,014.22

**Friends of the
L. E. Phillips Memorial Public Library
Budget**

	<u>2025-2026</u> <u>Budget</u>	<u>08/31</u> <u>Actual</u>	<u>Budget</u> <u>Remaining</u>	<u>% of</u> <u>Budget</u>
Revenue				
Memberships(Households)	20,000	840.66	19,159	4.20%
Corporate Sponsorships	3,750	500	3,250	13.33%
Corporate Partners	1,000		1,000	0.00%
Bookstore Sale	19,000	2441.37	16,559	12.85%
Online Booksales	14,000	2573.12	11,427	18.38%
Grants	2,000		2,000	0.00%
Give-a-Kid-a-Book	7,500		7,500	0.00%
Books for Babies	5,500		5,500	0.00%
Special Event Fundraising	4,000		4,000	0.00%
Capital Appeal Donations	5,000	400	4,600	8.00%
In Honor Of	1,000	550	450	55.00%
Interest	2,000	487.01	1,513	24.35%
Miscellaneous	500	450	50	90.00%
Monies Received for Library	10,000		10,000	0.00%
Transfer From Balance	12,900		12,900	0.00%
Total Revenue	\$ 108,150	8242.16	99,908	7.62%
Expenses				
Library Allocations	15000		15,000	0.00%
Capital Appeal Contribution	15000		15,000	0.00%
Special Event Fundraising Expenses	1000		1,000	0.00%
Salaries	37600	5701.56	31,898	15.16%
Payroll Taxes	2900	436.17	2,464	15.04%
Insurance	300		300	0.00%
Memberships Expenses	1000	59.79	940	5.98%
Credit Card Fees	600	51.86	548	8.64%
Annual Meeting	250		250	0.00%
Telephone/General Postage	100	7.8	92	7.80%
Newsletter	800		800	0.00%
Give-a-Kid-a-Book	3500	4.99	3,495	0.14%
Books for Babies	6500	1180.98	5,319	18.17%
In Honor Of	1000	550	450	55.00%
Booksales: Expense	500	19.9	480	3.98%
Online Booksales: Expenses	4500	435.08	4,065	9.67%
Volunteer Appreciation	500		500	0.00%
Office Supplies	2500	-7.01	2,507	-0.28%
Subscriptions/Org. Memberships	3100	480.98	2,619	15.52%
Miscellaneous	500	30	470	6.00%
Monies Remitted to Library	10000		10,000	0.00%
YS Program Prizes	1000	304.28	696	30.43%
Total Expense	\$ 108,150	9256.38	98,894	8.56%