

Meeting Minutes – February 16, 2015

Friends of the L. E. Phillips Memorial Public Library

CONVENED: Monday, February 16, 2015, at 7:00 PM, at the Public Library, by President Glenda Winders

PRESENT:

Board Members:

Glenda Winders, President

Tim Haukeness, Past President

Donna Weidman, Treasurer

Penny France, Trustee Representative

Karen Overhulser, Member at Large

Anne Arneson, Administrative Coordinator

John Stoneberg, Library Director & Ex Officio Member

Linda Stelter, Vice President

Brenda Brant, Secretary

Grace Rich, Member at Large

Others Present, if any:

Lynda Higgins, Book Sale Volunteer

Call to order (Winders)

Motion to approve Minutes from the meeting held November 17, 2015 (Stelter)

- Motion made by Linda; Donna Seconded; all approved

Call for additions to agenda and announcements (Stelter)

- None

Treasurer's report (Weidman)

- January: \$743 membership – more to come in February 16, 2015
 - Book Sales include text year to date total \$19,286.
- \$1,150 from grants for calendars moved to special projects
 - Calendars Total \$2,380 income/ \$4,063 expenses
- Worker's Comp paid
- September 2014 Checking account balance: \$16,149.54. Financial position: \$73,983.26.
- Motion made by Brenda; seconded by Karen; all approved.

Library Director's report (Stoneberg):

- \$425,000 in endowment funds
- Half the library board will be new members by 2016. Need to solicit from Citizens Advisory Board bank.
- Required report due to the state.
- Strategic planning process: proposal to use a different organization for the proposal.
- Will be deciding the annual \$20,000 allocation of funds from the Friends
- Teen Coordinator and Brenda will be going to Madison with two teens tomorrow for Library Legislative Days.

Board Liaison Report (France):

- Distinguished Service Award Update:
 - No nominees this year.

Coordinator's report and committee updates/questions (Arneson):

- ~850 letters sent for membership drive.
- Delivered books to Sacred Heart for Books for Babies and will be featured in their newsletter.
- Calendars and membership processing.

- Ordering checks, emails, and other tasks.
- Working on tri-fold for annual meeting and the coupons.
- Having difficulty delivering to Mayo.
- Penny will order flowers for Angie.

Book Sale report (Rich):

- Sara Siddons and Casey Stead new interns for Spring 2015.
- Sara will revise the Friends brochure and develop back up on the cloud. Work on catalog of available items.
- Casey is interested in the online store and wants to work with volunteers. Will work on developing documents in Excel.
- Donating encyclopedias to DeLong Middle School to make an art sculpture.
- Last sale, \$585 in credit card sales.
- Better displays, tablecloths (color coded for season), wheelbase tables add to increased revenues.
- Lots of new ideas including:
 - Early set ups to make for less work on sale days.
 - New tables to replace 11 old ones that only hold 3 boxes underneath.
 - There are tables for sale for \$50 each at Sam's.
 - Increase capacity for display.
 - Some are old and dangerous.
 - New standardized one size crates. Could sell the old ones.
 - Developing online inventory and appraising items. Getting to point where we can start getting store online.
- If tables are replaced, need to get rid of the old ones. Could sell at next book sale.
- Karen made a motion to give Grace the authority to research and purchase tables. Donna Seconded; all approved.
- Wisconsin Library Association has a Fall conference if Grace would be interested in presenting to them.

Old Business:

- Annual Meeting Update (Arneson):
 - Making copies for name plates and picking up supplies.
- Nominating Committee still needs a Treasurer candidate. Many people are retired and out of town in the winter.
 - Please forward names of any prospects to Donna or Tim.

New Business

- Other new business
- Anne received a request from the Reference Service Member for a donation of 20 calendars for prizes for Winter Reading program. Approved by all.

No motion to adjourn is needed.

Thanks!

Brenda Brant