

Meeting Minutes – January 19, 2014

Friends of the L. E. Phillips Memorial Public Library

CONVENED: Monday, January 19, 2014, at 7:00 PM, at the Public Library, by President Glenda Winders

PRESENT:

Board Members:

- | | |
|--|---|
| <input type="checkbox"/> Glenda Winders, President | |
| <input checked="" type="checkbox"/> Tim Haukeness, Past President | <input checked="" type="checkbox"/> Linda Stelter, Vice President |
| <input checked="" type="checkbox"/> Donna Weidman, Treasurer | <input checked="" type="checkbox"/> Brenda Brant, Secretary |
| <input checked="" type="checkbox"/> Penny France, Trustee Representative | <input checked="" type="checkbox"/> Grace Rich, Member at Large |
| <input type="checkbox"/> Karen Overhulser, Member at Large | |
| <input checked="" type="checkbox"/> Angie Sommers, Administrative Coordinator | |
| <input checked="" type="checkbox"/> John Stoneberg, Library Director & Ex Officio Member | |

Others Present, if any:

Lynda Higgins, Book Sale Volunteer

Call to order (Stelter)

Motion to approve Minutes from the meeting held November 17, 2014 (Stelter)

- Motion made by Grace; Donna seconded all approved

Welcome Ann Arneson who will be covering Angie's duties while she's on leave.

- Worked with Angie at Beaver Creek Reserve.
- Will be working in office a couple afternoons a week.
- Ann will be working on membership renewals.
- Angie will send an email to staff introducing Ann.

Call for additions to agenda and announcements (Stelter)

- None

Treasurer's report (Weidman)

- November: \$85 memberships; book sale \$4969 plus \$745 credit card sales.
- Calendar sales recorded in Special Projects (\$493). Cost \$4,033
- Allocations for the library: total \$17,550 for reading areas – paid in 3 installments
- Worker's Comp paid
- November 2014 Checking account balance: \$8051.64. Financial position: \$64,879.87.
- December: \$844 memberships; Holiday book sale \$580.
- Women's Giving Circle Grant received \$5,000
- Calendar sales recorded in Special Projects (\$493). Cost \$4,033
- Miscellaneous – Pass through for Foundation donation.
- GAKB came in very close to budget \$5,000 budgeted/\$5,474 spent
- Federal taxes paid.
- Book sale expenses include ~\$600 for an iPad, funding from In Honor of Donations in honor of Cleo Powers.
- December 2014 Checking account balance: \$10,926.46. Financial position: \$68,261.55.

Library Director's report (Stoneberg):

- Strategic Plan will be put together for 2016-2020 during First Quarter 2015.
 - Using an outside contractor which helped ALA develop their strategic plan.
 - Want to spend more time on actions rather than planning.
- Recent donation of ~\$78,000 from local resident. Gift fund use to be determined.
- Library Legislative Day Tuesday February 17, 2014.
 - John, Brenda, Teen Coordinator and two teens will be going for the day.

Board Liaison Report (France)

- Books for Babies going well.
 - Penny, Linda, Angie researched titles. Most were through Baker & Taylor.

- ~\$3.60 each book. Just \$350 over budget after selections.
- Publish the titles we recommend in newsletter and our website.
- Originally dropping off 200 to each hospital.
- Researching Hispanic titles.
- Idea: sell the recommended titles at the book sales.
- Will have enough to cover all babies and should make sure we can continue.

Coordinator's report and committee updates/questions (Sommers)

- Website to be fixed by the end of the month. Angie gave info to Jeff.
- GAKAB – nice press and very nice quality book donations. Lots of appreciation from associations.
- ~4,000 books donated. One association's application was lost.
- Parents Sharing Books sponsored by Literacy Volunteers for parents who are incarcerated over Christmas.
 - LVA will record parents reading their children a book.
- First Book through UW-EC application for grant and option to purchase at 50-90% discount.
 - Students have to raise funds for the program.
- Minority Books were designated with a black dot which someone found objectionable.
 - Mix in to overall categories.
 - Salvation Army parents were choosier than previous years.
- Annual Meeting flyer ready.
 - Need Distinguished Service Award. No one has applied.
- Amazon Smile .5% of purchase donated to the Friends.
 - The library purchases a lot through Amazon.
 - Individuals can also choose that option.

Book Sale report (Rich)

- Recap of 2014 actions. \$28,200 calendar year sales. ~7.4% over just the book sale revenue
 - At least 17% higher YTD using fiscal year.
 - Volunteer Spot useful for recruiting some volunteers.
 - December Mini-Sale earned \$544
 - Between big book sales - sales to volunteers - \$454.61
 - Will continue to offer gift cards – earned \$35 to date. DashDot
 - Impromptu Sunday Book Sales, not during football season.
 - Bag a Book and paperweights were not very successful.
- 2015: Online bookstore, Onsite Bookstore in Red Cedar Room?, Better World Books for leftover books,
 - Volunteer Coordinator for Bookstore position – Lori Barquest will
 - Out-purpose through Book Byte for textbooks ~\$125 earned/ 13 books
 - Crafternoon, Laser cutting Reader's Digest books, Spine Bookmarks
 - Community Partners – Delong Middle School collecting encyclopedias for art project
 - Specialty books for agencies, ex. Costume book for Children's Theater
 - St. Francis Food Pantry/Literacy Volunteers receiving up battered books.
 - Idea: Grace could present her ideas to a national organization.

Old Business:

- Library calendar update (Sommers)
 - Not selling very well. Too much free competition. Probably won't be doing it again.
 - \$1,200 in sponsorships – picking up from businesses this week.
 - Will not break even, probably short ~\$1,000.
 - Will sell at book sale and in library \$7.50 with shipping/\$5.00 in library sales.
 - Free with \$50 or more membership which we will purchase.
 - Will give to volunteers as appreciation gift.
 - If we had more sponsors it might have been different. Difficult time conflicting with GAKAB.
- Maternity leave (Sommers)
- Nominating Committee Update (Haukeness)
 - Brenda will be Vice President, Lynda will be Member at Large, there is a Secretary prospect, Donna and Penny both suggested a Treasurer candidate.

- Would be nice to have members from Volume One.
- Voted in at annual meeting. Annual meeting business will be short.

New Business

- Book Club Kits (Brenda)
 - Inter Library Loan can facilitate book club copies but usually older titles.
 - Check with state for copies through Reference desk.
 - Books could be sold through book sales or sent to other libraries that might want them.
 - Purchase through discount? Check with Mark. Similar to Books for Babies.
 - There were no objections to this idea since it does have funding.
 - Brenda will follow-up with John after the next Friends' Book Group meeting.
- Volunteer Appreciation Gifts (Sommers)
 - \$300 budget for those volunteering at least 20 plus hours a year.
 - Free bag of books coupons were well received last year.
 - All will get a book sale coupon. If they attend they can choose from previous gifts: book bag, water bottle, t-shirt.
 - All volunteers regardless of hours get book plate in a book and a free calendar.
 - This year's speaker wants a larger honorarium so these ideas are good.
- Other new business

No motion to adjourn is needed.