

Meeting Minutes – July 20, 2015
Friends of the L.E. Phillips Memorial Public Library

CONVENED: Monday, July 20, 2015, at 7:00 p.m., at the Library, by President Linda Stelter

PRESENT:

Board Members:

Linda Stelter, President
Glenda Winders, Past President
Brenda Brant, Vice President
Carol Accola, Treasurer
Victoria Mayer, Secretary
Grace Rich, Member-At-Large
Lynda Higgins, Member-At-Large
Angie Sommers, Administrative Coordinator
John Stoneberg, Library Director & Ex Officio Member

Call to Order (Stelter)

Motion to approve June 15, 2015 Meeting Minutes

- Motion made by Rich; seconded by Brant; all approved

Call for additions to agenda and announcements (Stelter)

Treasurer's Report (Accola):

- Revenue for June includes:
 - \$385 memberships
- Checking Account Balance: \$14,081.74; Financial Position: \$71,697.09
- Safety issues regarding accounts and PayPal
- Idea: get a Sam's Club Card/MasterCard for Grace rather than issue reimbursements
- RCU Checking Account/Charter Bank Money Market Account
- Motion to approve; all approved

Library Director's Report (Stoneberg):

- Retirement; hiring process for new director
- Friends gift funds reassignment

Board Liaison Report (Brant):

- Teen Advisory Board: possibility of inviting advisory board member to attend meeting

Coordinator's Report and committee updates/questions (Sommers):

- Books for Babies grant proposal (Sacred Heart Hospital and Mayo Hospital)

- Otto Bremer Foundation: \$15,000.00 grant written; waiting on approval
- Coordinator position job description; hiring process timeline

Book Sale Manager's Report (Rich):

- June 2014 revenue vs. June 2015 revenue: \$80.00 increase in June 2015
- 2015 year-to-date revenue increased to \$31,740 from \$24,999 in 2014
- Themes for book sales
- Reader's Digest Condensed Books sold for \$160.00
- Battered Books sold well at Festival Foods; good community visibility
- Donations increasing; running out of space
- Ordered new tables to use during book sales

Old Business:

- New Office furniture – desk and safe
 - Evaluate need for a safe to be used by the Friends for book sale money and storage of valuable donations
- "In Honor of" bookplates
 - New designs and new promotional brochure

New Business:

- (Winders) GAKAB atlases vs. donation of Schneider Family Award book
 - Winders to present idea of Schneider Family Award book in lieu of atlas donation to Kathy Schneider
- (Brant) Donor Snap: database to track donors; reporting capabilities; \$200.00/year
 - Brant to follow up after administrator coordinator transition
- Established Interview Committee for Coordinator position; selected dates for evaluation of applications and interviews

No motion to adjourn is needed