

Minutes

Friends of the Lincoln Public Library Board Meeting, December 12, 2023
Homework Center, Twelve Bridges Library, 10:30-12:00
[for approval on January 9, 2024]

I. Call to Order: President Jo Jones called the meeting to order.

II. Welcome/Introductions: members Susan Huch and Pam Pulley.

III. Board Action:

A. Approval of October 10, 2023, Board Meeting Minutes – Gloria moved and Teresa seconded the minutes be approved. Passed.

B. Approval of November 18, 2023, Annual Membership Meeting Minutes – Gloria moved and Dawna seconded the minutes be approved. Passed.

C. Confirmation of electronic Board approval - \$1,000 for purchase of two book carts. No discussion. Confirmed.

IV. Library Report – Kathryn Hunt, Library Director, announced library closure from Christmas through New Year's Day; our 2024 budget will include many library requests. She described the Seed Library. This is a very common program in libraries, with actual vegetable seeds for planting to be checked out, as a way to encourage home gardening and food security. It is intended that the home gardeners will collect newly-produced seeds at the end of their planting season and return them to the library. There will be three expenses to build out the seed library, costing a total of \$1,300. Furniture to store the seeds; books on gardening (\$250); and \$300 to buy the seeds for all four seasons of the year. The library will have "Master Gardeners" to provide advice as needed. Kathryn also reported that the City is working with the WPUSD to install a new 6' chain link fence between the library and the school's field. The relocation of the recycling bins is still in process with the District.

V. Installation of new-elected officers and directors: Teresa Lai Stanislaw, President; Dawna Hawksworth, Vice President; Sharon Gorley, Book Sales; Karen Lindh, Newsletter. Jo led the installation, followed by photos.

VI. Officer/Director Reports

- A. President – Jo Jones – no report.
- B. Vice President – Dawna Hawksworth – will report at New Business.
- C. Secretary – Jeri Ferris – no report

- D. Treasurer – Gloria Pilotti-Irey reported November revenue, \$5,080, from membership and book sales. November expenses, \$5,501, for usual expenses plus \$1,000 for the book carts. However, December will show significant expenses - \$5,500 for books for Summer Reading rewards; Read to Me Baby Literacy books; Read Across Lincoln books; Battle of the Books (7 book sets); Yule Book Flood books and cocoa; MGOL Big Books; Travel books; NOLO law books. If you have a bill for FOLL expenses, please give it to Gloria immediately.

- E. Book Sales Director – Sharon Gorley reported she hopes to reach \$27,000 in book sales this year, a record, and emphasized the importance of keeping the book sale shelves completely stocked.

- F. Community Outreach Director – Linda Derosier reported a busy month, with Chamber of Commerce breakfasts, Halloween, Holiday Fair booth downtown, and library tours, some of which (the middle graders) were like “herding buffalo.” Well-mannered, though.

- G. Grants Director – Teresa Lai Stanislaw reported still waiting on approval from Lincoln Hills Foundation for her 2024 grant request. Neil Cochran will be appointed as the new Grants Director in January, as Teresa is to be our President.

- H. Hospitality Director – Whitney Ecklund reported no Family Movie Night in December, but an in-person author event today.

- I. Membership – Linda Morley reported FOLL now has 375 members. She worked at book sales and read a letter from a man in New York who thanked FOLL for promoting books and sent a \$100 contribution. In January she will send her annual renewal notices.

- J. Newsletter Director – Karen Lindh reported she has been reviewing other libraries’ newsletters and is thinking of “new packaging” for better visuals on cell phones. January newsletter will include articles on Read Across Lincoln; Family Movie Night; Hot Tea Month; Battle of the Books; results of the board election; our new budget; on-going programs; a push for renewals; and Happy New Year.

- K. Website and Social Media Director – Lynne Rossi, absent, no report.

VII. Committee Reports – Strategic Planning Committee report under New Business.

UNFINISHED BUSINESS:

VIII. Board Action: Approval of 2024 FOLL Budget – Gloria reviewed the budget which she had sent to all. Dawna moved and Karen seconded the budget be approved. Passed.

NEW BUSINESS:

IX. Board Action: Proposed revisions to Bylaws and Standing Rules – Dawna thanked the Strategic Planning Committee (Neil, Teresa, Karen, Gloria, and Shellie Piaz) and moved the bylaws be accepted as revised. Teresa seconded. Passed. Dawna moved the Standing Rules be accepted as revised. Gloria seconded. Passed.

X. Board Action: Proposed new FOLL Account Structure and Internal Controls Policy – Gloria said transparency in the use of our funds is essential. She has prepared a document that describes the treasurer's duties and also involves the president more. Gloria moved and Linda D. seconded the document be approved as presented. Discussion: This document is for the Board only, but will be provided to any member who requests it. Passed.

XI. Board Action: Proposed new Confidentiality Policy – Teresa says this protects contact information and the amount of contributions for members and donors, and when we leave the Board we maintain this confidentiality. Gloria moved and Whitney seconded the policy be approved as written. Passed.

XII. Board Recognition: Jo Jones, Whitney Eklund, Mary Nader – Teresa read a heartfelt appreciation to each one and presented each with a gift certificate.

XIII. Open Discussion, General Announcements, Closing Comments – Susan Huch requested more information about the book lockers, Teresa described their appearance, location and use, and said books on hold can also be kept at the library as is done now. Teresa said our former retreat is now called "Roundtable," and will be held at the Sun City LH Solarium with lunch on February 9 (February 16 backup), 11-1. All Board members are to attend and please send ideas for discussion to Teresa asap. Dawna said she is redoing our name cards. Linda M. suggested we give FOLL memberships for Christmas. Linda D. recommended we all attend the author event following this meeting. Jo thanked FOLL for the gift certificate.

Adjournment – Next meeting is Tuesday, January 9, 2024, 10:30 a.m., Willow Room.

Attendance:

Board Members: Linda Derosier, Whitney Eklund, Jeri Chase Ferris, Sharon Gorley, Dawna Hawksworth, Jo Jones, Karen Lindh, Linda Morley, Gloria Pilotti-Irey, Teresa Lai Stanislaw and Mary Nader, past president.

Library Staff: Kathryn Hunt

Members and visitors: Neil Cochran, Susan Huch, Pam Pulley

Submitted by Jeri Chase Ferris, Secretary