

Minutes

Friends of the Lincoln Public Library Board Meeting, April 9, 2024
Willow Room, Twelve Bridges Library, 10:30 a.m. -12:15 p.m.
[for approval on May 14, 2024]

I. Call to Order: President Teresa Lai Stanislaw called the meeting to order.

II. Welcome/Introductions – Teresa Lai Stanislaw welcomed Steve Giles.

III. Conduct Roll Call; confirm quorum – Jeri Ferris took roll and confirmed quorum.

IV. Library Report – Kathryn Hunt reported the HVAC system upgrade is partially done, still waiting on some parts; a contract is being negotiated for the new library lockers. She had some “asks”: 1. Will we pay half the cost of replacing all five self-check positions? Total cost is \$30,000, which the City of Lincoln and FOLL would cover with \$15,000 each. 2. Staff has removed the six 15-year-old smart boards (white board integrated to computer), needs to replace with a white board on casters for the Tech Center and a white board in three sections for the Homework Center at a cost of \$1,000 for both. 3. To make the storage room usable, she would like rolling racks to hold shelving, cost \$300. 4. A TV monitor (can be hooked to a laptop) on moving stand for use by both FOLL and the library, cost \$250. Kathryn thanked us for being “the best Friends group.”

V. Board Action: Approval of March 12, 2024 Board Meeting Minutes – Gloria Pilotti-Irey moved and Karen Lindh seconded the minutes be approved. Passed.

VI. Officer/Director Reports

A. President – Teresa Lai Stanislaw – reported on her presentation of an \$8,000.00 check to the Lincoln City Council, \$3,000 for MGOL staff time and \$5,000 to supplement the Zip program. She gave a five-minute talk on FOLL’s contributions of funding and volunteers to expand the library’s outreach, collections and value to the community. She was accompanied by Jeri Ferris, Linda Derosier, Gloria Pilotti-Irey, Sharon Gorley, Dawna Hawksworth and Neil Cochran, and we had our picture taken with the council members. Teresa believes we made a strong impression. Next LAB/LAC meeting is May 1, at which Linda Derosier will provide the FOLL report. Teresa thanked Gloria for filling in as interim Volunteer and Hospitality Director and for finding a new volunteer with an editing background to help the Newsletter Director. Bringing in new, committed

volunteers is key to growing the help for our Standing Committees and possibly providing future Board members.

Our help is needed in preparing seed envelopes for the new Seed Library which opens April 22, Earth Day.

For National Library Worker's Day, today, Gloria created Thank You notes for us to sign for twelve staff members, including Kathryn, along with \$20 gift cards from Saladworks. Saladworks donated four cards as an \$80 donation, which moved them to the \$500 contribution level. We will see their logo and link on our home page for the next thirteen months.

B. Vice President – Dawna Hawksworth – no report.

C. Secretary – Jeri Ferris – no report.

D. Treasurer – Gloria Pilotti-Irey – reported \$6,015 income for March (memberships, donations, book sales, credit card reward), March expenses of \$7,051 (City used \$1,156 of fund held for MGOL and Family Movie Night staff hours January-March 2024; general library insurance policy; renewed Zoom service). She has set up a money market account at Umpqua Bank (\$70,000); started paying for Hoopla in April (about \$1,500 per month) with funds from a Lincoln Hills Foundation (LHF) grant; showed us FOLL shirts and hats for purchase.

E. Book Sales Director – Sharon Gorley – reported \$1,738 total sales for March, Venmo is working well; she has a new volunteer (Pam Pulley) for Saturday book sales.

F. Community Outreach Director – Linda Derosier – reported Read Across Lincoln is complete, with 24 classroom visits. The students loved the books and bags and are always captivated by Tonie's opening question – "Who owns the books in the library?" She gave away books at Family Movie Night; attended the SCLH Expo on March 19; working on our third year of "doorbag drops," in which FOLL members leave library/FOLL information at Lincoln homes; attends meetings at Chamber of Commerce, Downtown Lincoln, and more. We should fill a table at the next LHF Bingo on April 24 and mark our calendars for September 25 LHF Bingo because we are the featured grantee.

G. Grants Director – Neil Cochran – reported he has received a check from the LHF; received an inquiry from Sierra Pacific Foundation; sent requests to the Placer Community Foundation and the Sierra Resource Conservation District.

H. Volunteer and Hospitality Director – Gloria (interim) reported last month's movie, "Wonka," reached capacity, April movie is "Migration" (about ducks). Volunteer Appreciation Week is April 22-27 and we will provide snacks in the break room. She suggests cookies, muffins, chips, candy, juice, fruit. Please let

Gloria know if you can provide any homemade treats; she sent around a sign-up sheet for daily set up and take down.

I. Membership Director – Linda Morley – reported Lifestyle Expo always fun, got 16 new members, including today's visitor Steve Giles; had first renewal using the "auto-renewal" option just put into operation; took pictures at Read Across Lincoln events; made Easter bookmarks and flyers for MGOL; working Fairy Tale Day April 20.

J. Newsletter Director – Karen Lindh – reported she has a new assistant, Desiree Duncan, who has four small (age six and under) children and will edit from home. May newsletter will contain articles on BDOG; Big Book Sale (now 20% discount for Friends); Summer Reading Program; Summer Youth Writing Contest; Seed Library update and photo; recognition to the Orchard Creek Book Club and Salad Works for their contributions to FOLL; LAB/LAC; City Council photo; "Why I Am a Friend"; and photos by Linda M..

K. Website and Social Media Director – Lynne Rossi – reported she reconfigured the donation pages, will put up a lot of posts on BDOG, thanked Linda M. for posting on Instagram. She asked if we should resume Zooming board meetings, and if so, put this in the newsletter.

VII. Committee Report: BDOG Committee Update – Neil Cochran – handed out a sheet listing the Committee's work thus far: updated our BDOG website information; wrote newspaper articles; prepared letters for previous \$100+ donors, which we are to sign and stuff after today's meeting; asked for volunteers for BDOG table May 2; asked board members to ask family/friends for matching funds. Discussion on matching funds.

VIII. NEW BUSINESS:

A. Board Action: Teresa asked for Board approval to fund \$15,000 to cover 50% of the cost of replacing all five check-out units. Linda D. so moved, Dawna seconded. Approved.

B. Board Action: Teresa asked for Board approval to fund \$1,000 to purchase two white boards, one for Tech Center and one for Homework Center. Karen so moved, Lynne seconded. Approved.

C. Board Action: Teresa asked for Board approval to fund \$350 to build two rolling racks for the extra shelving presently stored in the Willow Room closet. Jeri so moved, Lynne seconded. Approved.

D. Board Action: Gloria asked for Board approval of \$250 to fund purchase of a TV monitor with stand to be used as a mobile unit for video display using notebook computer. Lynne so moved, Sharon seconded. Discussion. Approved.

E. Status of Ongoing Library Projects and Potential Future Projects – Gloria reported that she, Teresa, and Kathryn met to discuss the status of ongoing projects and potential FOLL funding requests for the following future projects:

1. In its 2024 budget, FOLL approved \$5,000 to refurbish the children's area. This project is on hold until staff have completed work on a Book Locker contract;
2. Scholarships for teens who intern at the library is on hold as the library is asking for state funding;

– two possible big projects in 2025 –

3. Revamp the rotunda with removal of center unit, add book vending machines, new floor, new water machines, electronic sign board - cost \$25,000-35,000 and Library may ask FOLL for partial funding;

4. Tech Room equipment – need to replace monitors with notebook computers, cost \$13,000, also need to replace Tech Room door to allow key access by OLLI and City departments, cost \$5,000. Library may ask FOLL for partial funding. FOLL funding for these projects to be discussed during the development of the 2025 FOLL budget.

Discussion: City of Lincoln should pay for structural improvements and FOLL should pay for programs and books. Can the sound quality in Willow Room be improved? Some are concerned about acoustics; Neil is concerned about mics and background noise, especially on Zoom meetings.

F. Conflict between Bylaws and Standing Rules (immediate Past President a board member or not) – Teresa presented the issue and how we might resolve it. Can either amend the Standing Rules to make Immediate Past President an advisory non-board role, but still given duties, OR amend the Bylaws, which would require membership approval. Discussion. Will discuss further at May meeting,

G. National Library Week Plan for doorknob bag deliveries, April 7-13 – Linda D. described former and upcoming deliveries.

IX. Open Discussion, General Announcements, Closing Comments

X. Adjournment – Next meeting is Tuesday, May 14, 2024, 10:30 a.m., Willow Room.

Board members signed BDOG donation request letters and stuffed envelopes following the meeting.

Attendance:

Board Members: Neil Cochran, Linda Derosier, Jeri Chase Ferris, Sharon Gorley, Dawna Hawksworth, Jo Jones (past president), Karen Lindh, Linda Morley, Gloria Pilotti-Irey, Lynne Rossi, Teresa Lai Stanislaw.

Library Staff: Kathryn Hunt

Members and visitors: Steve Giles

Submitted by Jeri Chase Ferris, Secretary