

Minutes

Friends of the Lincoln Public Library Board Meeting, August 13, 2024
Willow Room, Twelve Bridges Library, 10:30 a.m. -12:00 p.m.
[for approval on September 10, 2024]

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

II. Welcome/Introductions – we welcomed Kathy Ghimenti and Helene Leo.

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

IV. Board Action: Approval of Board meeting minutes from July 9, 2024: Gloria Pilotti-Irey moved and Sharon Gorley seconded the minutes be approved. Passed.

V. Library Report – Kathryn Hunt reported (1) Sierra College is withdrawing from its joint-use position with the library and the city, but will leave its 25% of the budget with the library until July 2025. Kathryn is in discussion with the City Council about this “financial challenge”; (2) the new self-check equipment will be installed next week (FOLL paid 50% of the cost); (3) the book lockers will be delivered and installed, with new design ideas, in November; (4) a \$2,000 ask to FOLL for \$800 for food at Family Art Night Pizza Dinner and \$1,200 for library programs and materials; (5) the Teen Advisory Board (TAB) is very active and Kathryn is beginning a teen public library internship program with 4-6 internships, paid by the Teen Succeed Grant. The teens would be city employees. Kathryn asked us to provide input as to what would make a meaningful internship. Also, she has asked an instrumental quartet to perform in the library in early December.

... Our visitor Helene Leo introduced herself and gave us a generous donation to thank FOLL for the kind and caring welcome she has received over the years.

VI. Officer/Director Reports

A. President – Teresa Lai Stanislaw – reported she gave a short presentation at the August 7 LAB/LAC meeting; annual membership meeting is set for November 23. Planning Committee: Marti Loew, Gloria, Sharon, Teresa. Nomination Committee to be chaired by Jo Jones.

B. Vice President – Dawna Hawksworth – reported she helped at National Night Out and got a few names for email list. Helped at puzzle contest, went to puppet show.

C. Secretary – Jeri Ferris – no report.

D. Treasurer – Gloria Pilotti-Irey – reported \$5,932 income for July, mainly from book sales, the quarterly Lincoln Hills Foundation grant payment, and interest. July expenses were \$6,298, mainly for library program materials and supplies and online resources. No Zip Book expenditures in July, and the State grant will cover Zip expenses for the rest of 2024. FOLL funds on hand as of July 31, 2024: \$211,253. Gloria said Kathryn will not order any furniture for the children's room until she receives community input.

E. Book Sales Director – Sharon Gorley – reported \$2,226 book sales in July. Book sales total \$15,865 to date, reaching 72% of our “more in ‘24” goal.

F. Community Outreach Director – Linda Derosier – absent, report read by Linda Morley. In July Linda D. worked the Back to School Bash, the TAB ice cream social, attended the Downtown Lincoln Association meeting and asks if we can host their September meeting at the library.

G. Grants Director – Neil Cochran – presented each of us with a lengthy report on his grant work in July, showing his grant requests and many upcoming possible grant opportunities. He also worked the Back to School Bash.

H. Membership Director – Linda Morley – reported one new member and one renewal; says we should have at least one FOLL board member in attendance at each kids' event to talk with parents about joining FOLL; attended and photographed many events as usual.

I. Newsletter Director – Karen Lindh, absent, but sent lengthy report – for September the newsletter will include Family Art Night, September Is Library Card Sign-up Month, news about Summer Writing Contest and Youth Literary Festival, library hours, Linda M's August event photos, a few tidbits from Kathryn's talk on authors and their animals, monthly programs, book clubs, an article on the genesis of Friends of Libraries, and Renee Kohler on Why I Am A Friend.

J. Volunteer and Hospitality Director – Gloria (interim) reported 81 in attendance at July Family Movie Night (volunteer Darla Campbell does a great job organizing this); August's movie is “IF”; thus far no new adult potential volunteers; Gloria is working with Teresa and others on contacting current volunteers who might be interested in filling Board positions; we need to “follow” FOLL on Facebook and Instagram; Gloria will buy snacks for the Homework Center.

K. Website and Social Media Director – Lynne Rossi, absent – Gloria reported the website is going smoothly; we need more followers; volunteer Desiree is helping with the website and the newsletter. They are focusing on Facebook and Instagram.

VII. Standing Committee Reports:

A. Strategic Planning Committee Update – Dawna asked that the Board review their job descriptions and have the update/revisions back to her by September 20 so the Committee can review them at their October 1 meeting.

B. Annual Membership Meeting Committee – Teresa confirmed meeting set for November 23, 2024. Nomination Committee will report next month.

NEW BUSINESS:

A. Family Art Night, Saturday, October 12, 2024, 5-7 p.m. – Linda M. and Gloria reported they are working with Sam and Tonie; program will include two face painters, two character artists, watercolor and crafts, “drawing wall” for toddlers, will use the entire library with better arrangement for movement and less waiting in line. Will have membership table, wants Board members to mingle and promote FOLL. Last year only one person joined. Pizza dinner to all library card holders. Raffle basket with art supplies for those who join FOLL. Brenda Knack and Darla Campbell will be in charge, as Gloria will be out of town.

B. National Friends of the Library Week – October 20-26, 2024 – Open Discussion – have Big Book Sale discounts for FOLL members, thank you letters to FOLL members, new automatic membership renewal.

C. Board Action: Approve budget increases of \$1,200 for program materials and supplies and \$800 for hosting library events – Gloria Pilotti-Irey – Dawna moved and Linda M. seconded the increases be approved. Passed.

D. Board Action: Upgrade FOLL Amazon Business account to Amazon Prime Business account and designate the Treasurer and President as administrators – Gloria Pilotti-Irey – Gloria so moved and Dawna seconded the board action be approved. Passed.

E. Board Action: Authorize the following individuals as “buyers/users” under the FOLL Amazon Prime Business account: Treasurer; Volunteer & Hospitality Director (when position is filled); and one designated library staff member (Karen Van

Gundy) – Gloria Pilotti-Irey – discussion – we buy almost all materials and supplies for library use on Amazon, the treasurer would approve amount spent and approve all purchases, Umpqua credit card to be used. Jeri so moved and Teresa seconded the motion be approved. Passed.

F. Board Action: Issue FOLL Umpqua credit card to the Volunteer & Hospitality Director (when position is filled) for use in purchasing food, drinks, snacks and food-related supplies for Family Movie Night concession, Homework Center and library/FOLL events – Gloria Pilotti-Irey – discussion on control of spending – Linda M. moved and Jeri seconded the motion be approved. Passed.

Open Discussion, General Announcements, Closing Comments:

Gloria told us she would serve two more years only, will train her successor. LAB/LAC - recycling bins removal a long process, will be out for bids in the next few months.

Neil suggested we watch the City's budget carefully.

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

Attendance:

Board Members: Teresa Lai Stanislaw, Dawna Hawksworth, Jeri Chase Ferris, Sharon Gorley, Gloria Pilotti-Irey, Neil Cochran, Linda Morley.

Library Staff: Kathryn Hunt

Members and visitors: Helene Leo, Kathy Ghimenti

Submitted by Jeri Chase Ferris, Secretary